

Agenda

Kaiapoi-Tuahiwī Community Board

Monday 20 April 2026

5pm

Kaikanui Room
Ruatanīwha Kaiapoi Civic Centre
176 Williams Street, Kaiapoi

Members:

Jackie Watson (Chairperson)

Russell Keetley (Deputy Chairperson)

Tim Bartle

Abbie Campbell

Henrietta Carroll

Philip Redmond

Sandra Stewart

AGENDA CONTENTS – KAIAPOI-TUAHIWI COMMUNITY BOARD MEETING

<u>Item Number</u>	<u>Item Topic</u>	<u>Page numbers</u>
3	Confirmation of Minutes	
3.1	Minutes of 16 March 2026	10-17
3.3	Workshop Notes of 16 March 2026	18
6	Staff Reports	
6.1	Pines Beach and Kairaki Stormwater Upgrades Report	19-59
6.2	Pines Kairaki Beach Roundabout Changes	60-80
6.3	Request for Approval to Install Raised Safety Platform on Island Road as part of the Sterling Development	81-87
6.4	Request to Consult on Proposed Parking Restrictions at 42 Silverstream Boulevard	88-91
6.5	Kaiapoi Town Entrance Signs	92-111
6.6	Kaiapoi-Tuahiwi Community Board General Landscaping Budget	112-124
6.7	Applications to the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant Fund	125-147
6.8	ANZAC Day Services 2026	148-150
10	Members Information Exchange	
10.1	Philip Redmond	151-152
10.2	Brent Cairns	153-154
10.3	Shona Powell	155

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

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

	<u>BUSINESS</u>	<i>PAGES</i>
1	<u>APOLOGIES</u>	
2	<u>CONFLICTS OF INTEREST</u>	
3	<u>CONFIRMATION OF MINUTES</u>	
3.1	<u>Minutes of the Kaiapoi-Tuahiwi Community Board – 16 March 2026</u>	10-17
	<i>RECOMMENDATION</i>	
	THAT the Kaiapoi-Tuahiwi Community Board:	
	(a) Confirms the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 16 March 2026, as a true and accurate record.	
3.2	<u>Matters Arising (From Minutes)</u>	
3.3	<u>Workshop Notes of the Kaiapoi-Tuahiwi Community Board – 16 March 2026</u>	18
	<i>RECOMMENDATION</i>	
	THAT the Kaiapoi-Tuahiwi Community Board:	
	(a) Receives the circulated Notes of the Kaiapoi-Tuahiwi Community Board workshop, held 16 March 2026.	
4	<u>DEPUTATIONS AND PRESENTATIONS</u>	
	Nil.	
5	<u>ADJOURNED BUSINESS</u>	
	Nil.	

6 REPORTS

6.1 Pines Beach and Kairaki Stormwater Upgrades Report – Jason Recker (Stormwater and Waterways Manager) and Harry Wilson (Project Engineer)

19-59

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

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

AND

THAT the Kaiapoi -Tuahiwi Community Board recommends:

THAT the Utilities and Roothing Committee:

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

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

- (c) **Notes** that the recommended upgrades are estimated to cost \$163,791.60 including a 15% construction contingency and that there is a total project budget of \$270,000.00 funded from the Pines Kairaki Stormwater Upgrades budget (102479.000.5123).

- (d) **Notes** that this project is intended to assist mitigate flooding challenges being experienced in the residential areas of Pines Beach and Kairaki Beach during storm events. Acknowledging the proposed upgrades will not remove all risk of future flooding, but will achieve some improvements in smaller to medium events.

- (e) **Notes** that Pines and Kairaki Beach Areas are subject to natural hazards such as flooding and liquefaction. This will be exacerbated in the future by sea level rise. Parts of the area were previously Red Zoned and it is challenging to maintain infrastructure and services in this area.

- (f) **Notes** that these works are programmed to be designed this financial year (2025/26), and tendered and constructed next financial year (2026/27).

6.2 **Pines Kairaki Beach Roundabout Changes – Shane Binder (Senior Transportation Engineer) and Joanne McBride (Roding and Transport Manager)**

60-80

RECOMMENDATION

THAT the Kaiapoi-Tuahwi Community Board:

- (a) **Receives** Report No. 251013193642.

AND

THAT the Kaiapoi-Tuahwi Community Board recommends:

THAT the Utilities and Roding Committee:

- (b) **Approves** “Option 5” which maintains the intersection in its current state with no change.
- (c) **Notes** that there is no funding currently allocated for works at the roundabout, and that should an alternative option be progressed then consideration of funding would be required.

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

81-87

RECOMMENDATION

THAT the Kaiapoi-Tuahwi Community Board:

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

AND

THAT the Kaiapoi-Tuahwi Community Board recommends:

THAT the Utilities and Roding Committee:

- (b) **Approves** the installation of a raised safety platform on Island Road, to provide a connection between the Sterling and the reserve walkway.
- (c) **Notes** that the cost of installation of the raise safety platform will be funded by the Developer.

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

88-91

RECOMMENDATION

THAT the Kaiapoi-Tuahwi Community Board:

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

AND

THAT the Kaiapoi-Tuahwi Community Board recommends:

THAT the District Planning and Regulation Committee:

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

6.5 **Kaiapoi Town Entrance Signs – Tori Stableford (Landscape Architect)**

92-111

RECOMMENDATION

THAT the Kaiapoi-Tuahivi Community Board:

- (a) **Receives** Report No. 260324082570.
- (b) **Approves** proceeding with the Kaiapoi Town Entrance Project with a lower cost revised sign concept. The estimated cost to implement the revised design at both entrances, along with the enhancements proposed for the existing Main North Road entrance feature is \$58,135.
- (c) **Approves** Town Entrance Sign Concept A.
OR
- (d) **Approves** Town Entrance Sign Concept B.
OR
- (e) **Approves** Town Entrance Sign Concept C.
- (f) **Approves** the installation of the revised Kaiapoi Town Entrance Sign in the shown location on Smith Street (*Attachment i. Proposed Entrance Sign Locations Trim: 260407090573*).
- (g) **Approves** the installation of the revised Kaiapoi Town Entrance Sign in the shown location on Main North Road (*Attachment i Proposed Entrance Sign Locations Trim: 260407090573*).
- (h) **Approves** the minor changes made to the existing entrance sign to become an entrance feature (*Attachment ii. Proposed minor changes to Main North Rd Entrance Sign Trim: 260407090641*).
- (i) **Notes** that staff will bring a report for the Williams Street and Ohoka Road entrances when there is more certainty around planned road layouts associated with the Woodend Bypass.

6.6 **Kaiapoi-Tuahivi Community Board General Landscaping Budget – Tori Stableford (Landscape Architect)**

112-124

RECOMMENDATION

THAT the Kaiapoi-Tuahivi Community Board:

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

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

125-147

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

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

OR

- (c) **Declines** a grant to the Chris Ruth Centre Trust.

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

148-150

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 260316076898.
- (b) **Appoints** Board member(s).....,, to attend the Kaiapoi Dawn Service to be held at 6.30am on Saturday, 25 April 2026, at the Kaiapoi War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (c) **Appoints** Board member(s) to attend the Kaiapoi Citizens' Anzac Day Service to be held at 9.45am on Saturday, 25 April 2026, at the Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath.

7 **CORRESPONDENCE**

Nil.

8 **CHAIRPERSON'S REPORT**

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

The Chairperson will provide a verbal update.

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

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

9 **MATTERS REFERRED FOR INFORMATION**

9.1 **Oxford-Ohoka Community Board Meeting Minutes 4 March 2026.**

9.2 **Woodend-Sefton Community Board Meeting Minutes 10 March 2026.**

9.3 **Rangiora-Ashley Community Board Meeting Minutes 11 March 2026.**

9.4 **Proposed Stock Movement Bylaw 2026 – Draft for Formal Public Consultation Request – Report to Council Meeting 3 March 2026 – Circulates to all Boards.**

9.5 **Rangiora Airfield Governance Review 2026 – Report to Council Meeting 3 March 2026 – Circulates to all Boards.**

9.6 **Health, Safety and Wellbeing Report January 2026 to February 2026 – Report to Council Meeting 3 March 2026 – Circulates to all Boards.**

- 9.7 **Enterprise North Canterbury’s Approved Six-Month Report to Council 31 December 2025, Draft Statement of Intent for the Financial Year Beginning 1 July 2026 and ENC Actual Expenditure to 31 December 2025 – Report to Audit and Risk Meeting 17 March 2026 – Circulates to all Boards.**
- 9.8 **Water Services Alternative Rating Structure Review – Report to Council Meeting 31 March 2026 – Circulates to all Boards**
- 9.9 **Fee Waiver Terms of Reference and Grants Scheme Update – Report to Council Meeting 31 March 2026 – Circulates to all Boards**
- 9.10 **Storm Related Tree Damage Response – Report to Council Meeting 31 March 2026 – Circulates to all Boards**
- 9.11 **Council Submissions to Central Government for the Local Government Consultation Period, February 2026 – Report to Council Meeting 31 March 2026 – Circulates to all Boards**
- 9.12 **ANZAC Day Services 2026 – Report to Council Meeting 31 March 2026 – Circulates to all Boards**
- 9.13 **Adoption of the 2025-2028 Governance Statement – Report to Council Meeting 31 March 2026 – Circulates to all Boards**
- 9.14 **Health, Safety and Wellbeing Report February 2026 to March 16 2026 – Report to Council Meeting 31 March 2026 – Circulates to all Boards**

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board

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

Note:

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

10 MEMBERS’ INFORMATION EXCHANGE

- 10.1 **Philip Redmond** 151-152
(Trim: 260414095840).
- 10.2 **Brent Cairns** 153-154
(Trim: 260414095844).
- 10.3 **Shona Powell** 155
(Trim: 260408091389).

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

Written information submitted by members is included in the agenda.

11 CONSULTATION PROJECTS

- 11.1 **Draft Youth Action Plan 2026-2029**
<https://letstalk.waimakariri.govt.nz/draft-annual-plan-2026-27>
Consultation closes Monday 20 April 2026.
- 11.2 **Woodend/Pegasus Area Strategy Review**
<https://letstalk.waimakariri.govt.nz/woodend-pegasus-area-strategy-review>

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

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

12.2 General Landscaping Budget

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

13 MEDIA ITEMS

14 QUESTIONS UNDER STANDING ORDERS

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

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

Workshop

- *General Landscaping Budget Review – Grant Stephens (Design and Planning Team Leader) 20mins*
- *Members Forum*

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

PRESENT

J Watson (Chairperson), R Keetley (Deputy Chairperson), T Bartle, H Carroll, and S Stewart.

IN ATTENDANCE

B Cairns, S Powell (Kaiapoi-Woodend Ward Councillors) and B McLaren (Rangiora-Ashley Ward Councillor).

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

There were no members 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 A Campbell and P Redmond.

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 – 16 February 2026

Moved: J Watson

Seconded: H Carroll

THAT the Kaiapoi-Tuahiwi Community Board:

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

CARRIED

3.2 Matters Arising (From Minutes)

There were no matters arising from the minutes.

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

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

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

CARRIED

4 DEPUTATIONS AND PRESENTATIONS

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

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

K Rabe advised the Board that the Kaiapoi Toy Library had applied for funding to support the purchase of two LeapPad Academy Educational Tablets and one LeapFrog LeapMove. The application partially met the Board's Discretionary Grant Fund criteria, noting that grants are generally capped at \$750 per application, with a maximum of \$1,000 per organisation per financial year. However, the applicant had requested funding of \$810.

T Bartle queried the life expectancy of the LeapFrog products. K Rabe was unsure of the life expectancy however they were designed for young children and made to be robust.

H Carroll questioned if Toy Libraries received any funding from the Ministry of Education. C Brown confirmed they did not receive funding from the Ministry of Education. They operated a membership model where members could either pay the full membership or pay a lesser cost with volunteer duties required.

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 2609021755.
- (b) **Approves** a grant of \$500 to the Kaiapoi Community Toy Library Incorporated to purchase two LeapPad Academy Educational Tablets and a LeapFrog LeapMove.

CARRIED

J Watson observed that although the items were not traditional toys, they aligned with current play preferences and would provide access for families who might not otherwise afford them.

R Keetley agreed, noting the benefit to less advantaged families.

B Cairns added that the Toy Library was well used and well organised, with plans for further growth.

K Rabe highlighted the Rangiora Boxing Club had been selected to host the South Island Golden Gloves Tournament. The two-day event would take place at the Kaiapoi Club. The Club had applied for \$500 from all Community Boards to contribute to cover the cost of medical care for athletes throughout the event. The Rangiora-Ashley Community Board had granted \$500 towards the tournament while the Woodend-Sefton Community Board had declined the application. The Oxford-Ohoka Community Board was yet to consider the application.

With the Chairperson's discretion, B Cairns advised the Board that the Club had applied to the Enterprise North Canterbury Funding Board, stating it had secured \$5,000 in sponsorship for the event and would charge a \$20 entry fee per attendee.

Moved: H Carroll

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Approves** a grant of \$500 to the Rangiora Boxing Club towards the cost of medical care for athletes during the South Island Golden Glove tournament.

CARRIED

H Carroll supported the application as medical care was a necessity of the sport. The event was also being held in Kaiapoi which would provide a benefit to the wider community.

R Keetley supported the motion as the event was being held locally and he felt contributing to medical care was a worthwhile cause.

S Stewart noted she would not support the motion due to the nature of the sport.

6.2 **Approval of the Kaiapoi-Tuahiwi Community Board Plan 2025-28 – K Rabe (Governance Advisor)**

K Rabe thanked the members who contributed to the Board's Plan for 2025/28. She highlighted that some minor amendments had been requested by members and asked that any further amendments be emailed to the Governance Team.

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 260303067796.
- (b) **Approves** the Kaiapoi-Tuahiwi Community Board Plan 2025-28 (Trim: 260112003765).
- (c) **Authorises** the Chairperson to approve the final version of the updated Kaiapoi-Tuahiwi Community Plan 2025-28 if any further minor editorial corrections are required.

CARRIED

7 **CORRESPONDENCE**

Nil.

8 **CHAIRPERSON'S REPORT**

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

J Watson reported that:

- The Kaiapoi River Carnival was incredible and amazingly attended.
- The Waimakariri Public Arts Trust was currently seeking more Trustees.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the report from the Kaiapoi-Tuahiwi Community Board Chairperson (Trim: 260309072050).

CARRIED

9 **MATTERS REFERRED FOR INFORMATION**

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 4 February 2026.
- 9.2 Woodend-Sefton Community Board Meeting Minutes 9 February 2026.
- 9.3 Rangiora-Ashley Community Board Meeting Minutes 11 February 2026.
- 9.4 Proposed Parking and Traffic Bylaw 2026 – Draft for Formal Public Consultation Request – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.5 Minor Amendment to the Alcohol Control Bylaw 2025 – Report to Council Meeting 3 February 2026 – Circulates to the Kaiapoi-Tuahiwi Community Board.
- 9.6 Bylaw Programme Update February 2026 – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.7 Health, Safety and Wellbeing Report October 2025 to Current – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.8 Approval to Consult on the Draft Youth Action Plan 2026-2029 – Report to Audit and Risk Committee Meeting 17 February 2026 – Circulates to all Boards
- 9.9 Aquatics December Update – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards
- 9.10 Libraries Update to December 2025 – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board

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

CARRIED

10 **MEMBERS' INFORMATION EXCHANGE**

R Keetley

- The Kaiapoi Menzshed car boot sale was well attended.
- Attended the Waimakariri Biodiversity Trust meeting.
- Attended Kaiapoi District Historical Society meeting.
- Attended Kaiapoi RSA Executive meeting – ANZAC Day planning was underway.
- The Kaiapoi River Carnival was successful with a good crowd in attendance.

S Powell

- Observed several people in attendance at the Kaiapoi River Carnival try to enter the Kaiapoi Library however it was closed.
- Attended the opening of the Mel Eaton mural at the Chris Ruth Centre. They had raised concerns relating to the bus stop on Smith Street which had since been resolved.
- Waimakariri Access Group training for staff and elected members on Thursday, 12 March from 9 am to noon at John Knox Church in Rangiora. The aim was to raise awareness of the issues disabled people faced so that people could make good decisions around accessibility.
- Draft Youth Action Plan out for public consultation – closes 18th March 2026.

- Woodend Pegasus Area Strategy survey was seeking community input through the 'Have Your Say' page on the Council website. One of the questions was whether anyone had any ideas for a name for the new Plan (the current Strategy under review was called the Woodend Pegasus Area Strategy).
- Attended Hui with Ngai Tūāhuriri at Tuahiwi Marae along with the Mayor, Councillors and Senior Management.
- Went along to the pop-up library in Pegasus. This was a three-month trial and was going to areas around the Waimakariri District without a library. In the Boards area that included Waikuku Beach, Sefton, Woodend, Ravenswood and Pegasus. This provided an opportunity for locals to learn more about the available services, get books, and get a library card if they did not have one. Well attended, with many parents and young children enjoying story time, and a group from one of the childcare centres.
- Ashley Rakahuri Rivercare Group were holding the official opening of the Annie Currie Viewing Platform at the estuary at Waikuku Beach on 27 March at 4 pm. All were welcome to attend.
- Drop-ins for draft Annual Plan consultation confirmed. This was a good opportunity to hear locals' thoughts. In the Boards area – Woodend Community Centre on 8 April from 5 to 7pm and Pegasus Community Centre on 15 April from 10am to noon.
- Variety of 'Snap Send Solve' requests sent in and also followed up on a few for residents

B Cairns

- Attended the Kaiapoi Toy Library Community Open Day.
- Visited several businesses in Kaiapoi after the River Carnival who all had very successful days. Some shops could not close because of so many customers visiting.
- Food Secure North Canterbury had organised two weeks of tours to visit edible/food forest gardens. Tickets were available on their website, along with videos of Jo Seagar demonstrating how to cook.
- The Allin Drive Reserve consultation was completed, and Council staff were working on design ideas based on feedback and budget.
- Woodend Beach Reserve – Council staff were working on finalising the detailed design and tender documents before putting out a public tender for the civil works. This tender was planned to go out in April 2026, with on-site work starting in the new financial year and the play space opening to the public in Spring/Summer 2026. Some work would be undertaken on-site in preparation for the main contract, such as tree maintenance, and staff would update the Board and the Te Kōhaka Trust once they had clearer timeframes for the work. Staff were also working directly with a cultural artist on the project's artistic elements, including the cladding of the toilet building.
- Owen Stalker Park Toilet Mural – in the final stages of an agreement with the school and local artist to commence this Board-approved work. Subject to weather completion date is estimated as August 2026.
- Waikuku - Pollinator patches and bird signs were installed in the Waikuku Beach Pond area. There had been discussions about the extent of Japanese honeysuckle along the roadside leading to the pond. Works were undertaken in 2022 by the Council's Roding Team (including smoothing the plants' roots). Council staff were looking into ways to maintain this area to find a long-term solution.
- Waikuku Beach Volleyball Nets – awaiting response from the community lead for this project and continue to follow up on this. There had been no progress by the community group since the Board's approval in 2025.

- The Kaiapoi River Carnival event would be held on Saturday, 14 March 2026.
- North Canterbury Neighbourhood Support Inc., after consultation with members, had changed to an incorporated charitable trust. This may mean that they would ask members from Community Boards to join the committee as they have in the past.
- Welcome to Woodend Sign was being manufactured by Larsen Signs.
- Pegasus Residents Group Fun Day was well attended and well organised.
- Concern about truck movements to build the new Woodend Bypass.
- Enterprise North Canterbury would be hosting a Business Summit – a new flagship event – early bird tickets were on sale.
- Council Website Improvements / Neighbourhood Reserve Mapping – With the assistance of a student intern, the Council had begun a project to map reserve assets and to promote these more effectively for use by community members and visitors. This first stage of the project included site visits to district neighbourhood reserves to photograph the reserves, amenities, and play-space equipment, and to gather data on reserve features, including accessibility provisions. Once this visual and technical data was gathered, it would be included on a refreshed Greenspace area on the Council's website. Future stages of the project will extend to sports parks and other reserve categories.

S Stewart

- Attended the Ashley River Rating Advisory Group meeting. Several people raised concerns about the state of the river, ecology, flooding and what was happening with the braided river revival programme. These would likely be topics for the Waimakariri Biodiversity Trust winter lectures.
- Attended the All Boards Annual Plan session.
- Attended the Play. Active Recreation and Sport Strategy Working Group.
- The Waimakariri Biodiversity Trust was advertising for a Coordinator as well as what services they offered to the district.
- Residents had raised concerns regarding the Woodend Bypass and working commencing without the conditions in the designation being met.
- Ohoka Stream loop track been paused due to concern of riparian planting effecting the capacity of the stream.
- Keep Rangiora Beautiful had decided to disband.
- Greypower had concerns about the proliferation of children on scooters. They had been encouraged to submit on the Councils Annual Plan.
- Attended the Central Rural Drainage Advisory Group meeting. There was disappointment with the framework for assessing conditions of waterways.

H Carroll

- The Darnley Club had revamped its constitution. They needed a new larger fridge to meet the needs of their users. They also needed a wheelable whiteboard. She had suggested they apply to the Boards Discretionary Grant Fund. There were also concerns raised regarding the small garden at the entrance and the lack of maintenance.
- Attended the Waimakariri Access Group Training Day. One of the largest facing those with mobility aids was e-scooters blocking footpaths.

T Bartle

- The Waimakariri Health Advisory Group had finalised what prescriptions pharmacies could supply to people without a prescription from a doctor.
- The Lilybrook Hotel had been converted into emergency housing.

- Visited the Courtenay Drive elderly housing units which had been delivered under budget.
- Attended the Sterling Retirement Village opening.
- Attended the Mayor's Task Force for Jobs business breakfast.
- Attended a site tour at Kate Valley.
- A community meeting was being organised Between NZTA and the shingle contractor to try and find a solution to the concern regarding the deterioration of roads.

11 CONSULTATION PROJECTS

11.1 Draft Youth Action Plan 2026-2029

<https://letstalk.waimakariri.govt.nz/youth-action-plan>

Consultation closes Wednesday 18 March 2026.

11.2 Woodend/Pegasus Area Strategy Review

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

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 28 February 2026: \$5,279.

12.2 General Landscaping Budget

Balance as at 28 February 2026: \$46,580.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

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

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.55PM.

CONFIRMED

Chairperson

Date

Workshop (5.55pm to 6.14pm)

(Trim: 260316076551)

- *Norman Kirk Park Power Supply Options – Chris Brown (General Manager Community and Recreation) 15mins*
- *Members Forum*

UNCONFIRMED

NOTES OF A WORKSHOP OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, ON MONDAY 16 FEBRUARY 2026 AT 5.55PM.

PRESENT

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

IN ATTENDANCE

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

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

1. Norman Kirk Park Power Supply Options – Chris Brown (General Manager Community and Recreation)

Key Points:

- There was currently \$60,000 in the budget for a power supply to be installed in an events area in Kaiapoi.
- Norman Kirk Park was identified by staff as a potential location.



- The \$60,000 had not been inflation adjusted since being included in the budget. Therefore there currently was insufficient budget allow for power installation at any of the identified locations.
- Staff needed a direction from the Board on its preferred location identified in the image above if further budget was available to allow for installation in the future.
- Location B was the original preferred site due to the direction of any music being amplified away from the neighbouring houses.

Questions/Issues/Feedback:

- *The Board preferred Norman Kirk Park being the site to have power.*
- *Staff should speak with event organisers on what location within the park was preferred.*
- *Power should be prioritised before lighting.*
- *Suggestion to request if any of the Event Organisers would be interested to assist with power / lighting if negotiated in relation to hire costs of the venue.*

Staff would investigate this option further.

THERE BEING NO FURTHER BUSINESS THE WORKSHOP CONCLUDED AT 6.14PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** CON202583-01 / 260305070014**REPORT TO:** Kaiapoi-Tuahiwi Community Board**DATE OF MEETING:** 20 April 2026**AUTHOR(S):** Jason Recker, Stormwater and Waterways Manager
Harry Wilson, Project Engineer**SUBJECT:** Pines Beach and Kairaki Beach Stormwater Upgrades Report**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)


General Manager



Chief Executive

1. SUMMARY

- 1.1. This report seeks endorsement from the Kaiapoi-Tuahiwi Community Board and approval from the Utilities and Roading Committee to proceed with the design and construction of the proposed drainage improvements for the coastal settlements of Pines Beach and Kairaki.
- 1.2. The aim of this project is to help reduce the risk of flooding and ponding within identified problem areas of Pines Beach and Kairaki by implementing improvements to local drainage and stormwater infrastructure. These improvements include the installation and construction of flap gates, swales, sumps, discharge channels, and pipework, as well as potentially larger-scale interventions such as pump installations where gravity systems are insufficient.
- 1.3. Parts of Pines and Kairaki were Red Zoned following the 2010 and 2011 earthquakes and the area is naturally low lying and subject to multiple natural hazards including flooding and liquefaction. These hazards will be exacerbated by sea level rise moving into the future. Any assets constructed will be vulnerable to future natural events and it is challenging to manage infrastructure services and maintain level of service in this environment.
- 1.4. Locations where upgrades have been identified are informed by historical areas of ponding and flooding during storm events, as well as additional areas identified during the May 2025 flood event.

Attachments:

- i. Pines Beach and Kairaki Stormwater Upgrades Report – TRIM 260121010199

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

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

*AND***THAT** the Kaiapoi -Tuahiwi Community Board recommends:**THAT** the Utilities and Roading Committee:

- (b) **Approves** the following proposed infrastructure upgrades within Pines Beach and Kairaki Beach:
1. Dunns Ave (North End) Stormwater Outfall Upgrades and Reticulation Improvements.
 2. Kain Street and Batten Grove Corner Swale, Reticulation and Outlet Improvements.
 3. Featherstone Ave (North Access Road) Low Point Drainage and Swale Improvements.
 4. Featherstone Ave (North Residential Area) Open Drain Capacity and Storage Improvements.
- (c) **Notes** that the recommended upgrades are estimated to cost \$163,791.60 including a 15% construction contingency and that there is a total project budget of \$270,000.00 funded from the Pines Kairaki Stormwater Upgrades budget (102479.000.5123).
- (d) **Notes** that this project is intended to assist mitigate flooding challenges being experienced in the residential areas of Pines Beach and Kairaki Beach during storm events. Acknowledging the proposed upgrades will not remove all risk of future flooding, but will achieve some improvements in smaller to medium events.
- (e) **Notes** that Pines and Kairaki Beach Areas are subject to natural hazards such as flooding and liquefaction. This will be exacerbated in the future by sea level rise. Parts of the area were previously Red Zoned and it is challenging to maintain infrastructure and services in this area.
- (f) **Notes** that these works are programmed to be designed this financial year (2025/26), and tendered and constructed next financial year (2026/27).

3. **BACKGROUND**

- 3.1. Pines Beach and Kairaki are two small coastal settlements located north of the Waimakariri River approximately 2km east of Kaiapoi. Stormwater management is challenging due to the area's flat terrain, shallow groundwater, and the influence of tidal water levels in Kairaki Creek. The area's stormwater networks rely heavily on gravity-fed discharge, but outfall capacity is often restricted during high tides, causing water levels in the creek to rise, limiting drainage. These natural constraints mean that even moderate rainfall events can result in slow-draining and ponding, while more severe events lead to surface flooding across roads, parks and private properties.



Figure 1: Overview Map of Pines Beach and Kairaki Location.

- 3.2. Historic flooding issues were further highlighted during the May 2025 rainfall event, which delivered over 100 mm of rain resulting in widespread inundation. Field observations confirmed that flooding was largely driven by limited outfall capacity, overtopping of drains, and ponding in low-lying areas that struggle to drain when creek levels remain elevated for prolonged periods. The event provided valuable insights into how the stormwater system responds under pressure and helped identify locations where existing infrastructure is insufficient to control runoff or prevent backflow during adverse tidal conditions.
- 3.3. Pines Beach and Kairaki comprise of a mixture of pipes, swales and open drains with varying levels of performance depending on topography and proximity to Kairaki Creek. In areas close to the creek—particularly along Dunns Avenue in Pines Beach and the southern end of Featherstone Avenue in Kairaki—tidal influence significantly limits drainage, making these locations especially prone to recurring flooding. Other areas experience issues related to inadequate flow paths, undersized or poorly located sumps, blockages caused by vegetation, or ageing headwalls and outlet structures that restrict effective discharge.
- 3.4. Recognising these challenges, a detailed assessment of the drainage networks has been undertaken to identify practical options aimed at upgrading infrastructure, reducing flood risk and improving community resilience. Below in Table 1 is a summary of stormwater upgrades recommended for each location (refer Attachment i for more detail).

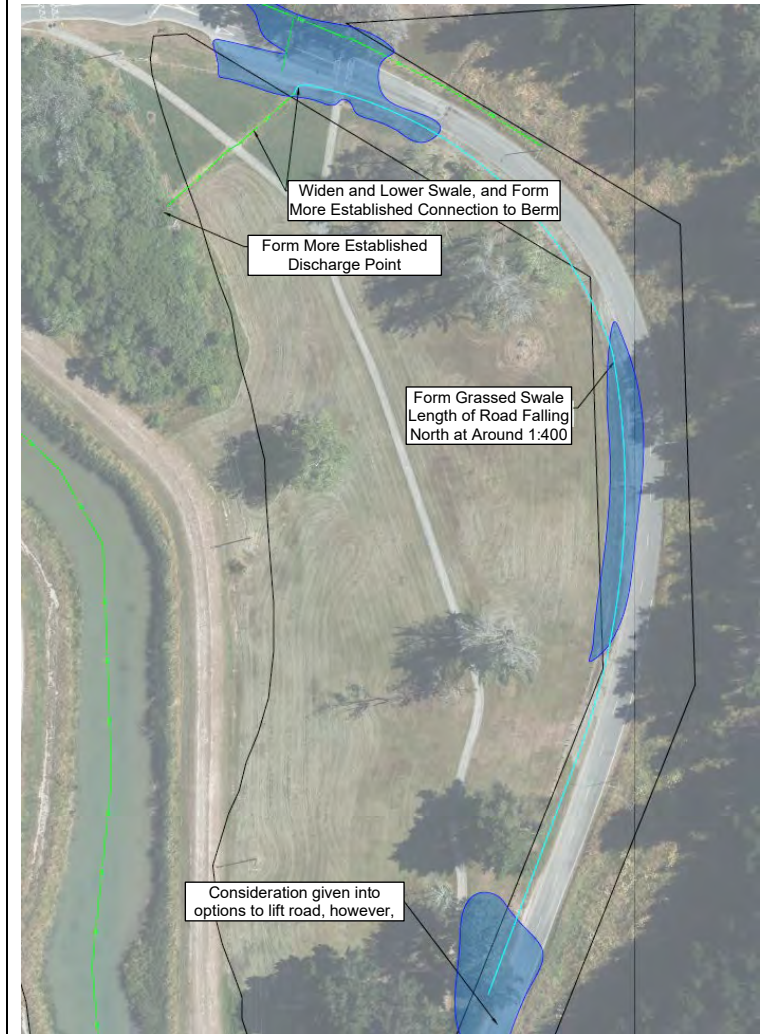
Table 1: Summary of identified stormwater upgrades and proposed actions.

Location	Summary of Recommended Upgrades	Map
<p>1. Dunns Ave (North End)</p>	<p>Stormwater Outfall Upgrades and Reticulation Improvements</p> <ul style="list-style-type: none"> • Install new flap gates on both the outlet pipes that discharge to the creek. This will help stop water from the creek surcharging up the pipes and assist in mitigating flooding in the area. • Replace the headwall on the 150mm discharge pipe at the creek that is damaged. • Upgrade the existing stormwater chamber lid outside 86 Dunns Ave to a grated lid to allow stormwater to better drain. • Consider investigating further into a bunding solution and localised pumping options at Dunns Ave Reserve after the above upgrades have been completed and tested. 	
<p>2. Kain Street and Batten Grove Corner</p>	<p>Swale, Reticulation and Outlet Improvements</p> <ul style="list-style-type: none"> • Upgrade the two existing sumps located on the corner of the Kain Street and Batten Grove intersection with grated lids. • Upgrade the existing 150mm pipework with 300mm pipework. • Subject to consultation with the affected property owners, shape a swale along the northern side of Kain Street to improve drainage and direct flow into the existing sump. • Reconstruct the damaged outlet of the old 150mm pipe with a new headwall structure. • Construct a wider unobstructed discharge channel for the existing 225mm discharge outlet off Achilles Parade and consider reconstructing or upgrading the existing headwall. 	

3. Featherstone Ave (North Access Road)

Low Point Drainage and Swale Improvements

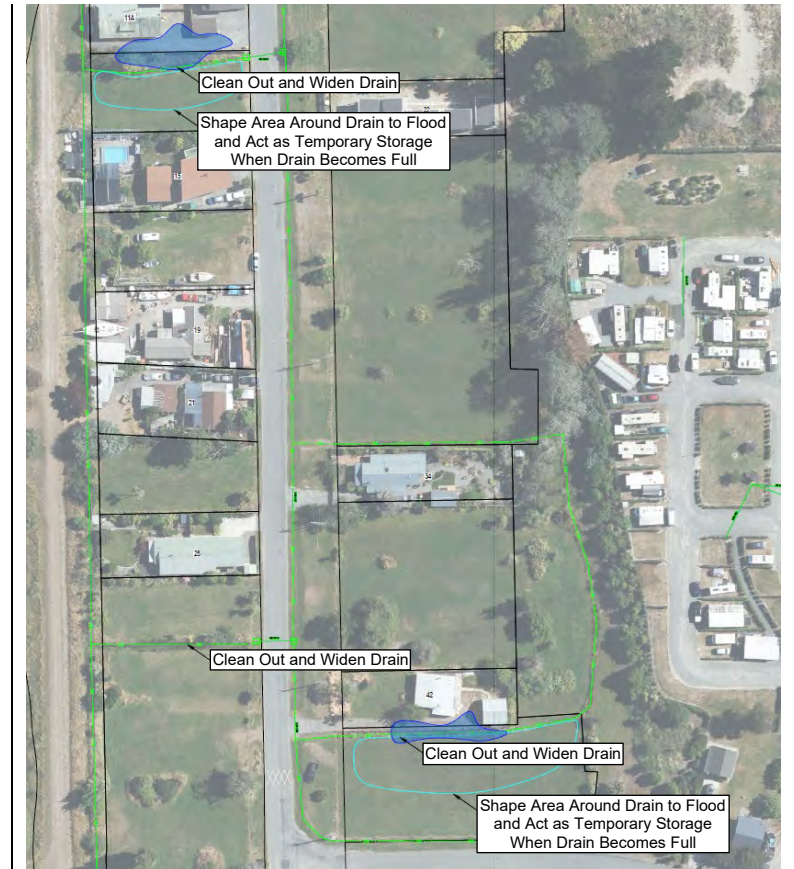
- Excavate and widen the existing swale/channel from the inlet to the outlet and construct a more permanent discharge point.
- Shape a swale from the low depression in Featherstone Ave around to the swale near the roundabout.
- Options were discussed with the Roding Team regarding raising the road level at the southern end of this location. However, given the wider flooding effects in the area, this option is considered unfeasible, as it would require a substantial length of road to be raised to achieve any meaningful benefit. Additionally, there is no available funding within current budgets to undertake this work.



4. Featherstone Ave (North Residential Area)

Open Drain Capacity and Storage Improvements

- Excavate and widen the existing open channel drains, particularly those that run parallel to resident's properties.
- Undertake earthworks on the vacant greenspace adjacent to the drains. Lower the ground level so these areas can serve as temporary storage when the drains overtop.
- Works to widen the open channel drains and reshape the surrounding areas would require work within adjacent properties owned by the Te Kōhaka o Tūhaitara Trust. Approval has not yet been granted, however, they will be consulted during the next stage of the project.



- 3.5. These works as identified in Table 1 above include low-cost measures such as flap gates, sump improvements, berm reshaping, and swale reconstruction, to larger-scale solutions such as channel widening, temporary storage enhancements, pipe upgrades. These upgrades have been prioritised based on flood frequency, property risk, cost-effectiveness, and alignment with the available project budget.
- 3.6. Collectively, these improvements will provide some improvement to the performance of the existing stormwater network, however, given the low-lying flood prone nature of the area, there will likely continue to be ongoing flooding issues in this area.
- 3.7. The key milestone dates for this project are outlined in Table 2 below:

Table 2: Key milestones and dates.

Key Milestone	Start	Complete
Report to Kaiapoi-Tuahiwi Community Board	April 2026	April 2026
Report to Utilities and Roading Committee	May 2026	May 2026
Preliminary/Detailed Design	March 2026	June 2026
Tender	July 2026	August 2026
Construction	October 2026	December 2026
Project Complete		December 2026

4. **ISSUES AND OPTIONS**

4.1. **Option 1 – Endorse the recommended drainage upgrades.**

This option involves progressing with the recommended drainage upgrades across Pines Beach and Kairaki to help address recurring flooding issues and help improve stormwater performance during regular rainfall events, noting that there is an ongoing risk to the area, particularly in larger storm events. If endorsed, the project will advance to design with tendering scheduled for July 2026 and construction starting after and due for completion in December 2026.

This is the recommended option.

4.2. **Option 2 – Provide feedback or alternative options based on the recommended drainage upgrades.**

This option allows the Community Board or the Utilities & Roading Committee to request changes, provide direction, or suggest alternative drainage solutions before the project progresses further. Should this option be considered, the project timeline may be extended to incorporate revisions before design and construction can proceed.

4.3. **Option 3 – Do not endorse the recommended drainage upgrades and supports no further action.**

This option allows the Community Board or the Utilities & Roading Committee to recommend no further upgrades are carried out and that the current level of service is maintained.

4.4. The Management Team has reviewed this report.

5. IMPLICATIONS FOR COMMUNITY WELLBEING

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

Social – Undertaking stormwater infrastructure upgrades provides benefit to the residents of Pines Beach and Kairaki by helping improved drainage.

Economic – The proposed infrastructure improvements are designed to be cost effective and beneficial upgrades for the community.

Environmental – The project supports some improvement in terms of helping reduce regular nuisance flooding.

6. COMMUNITY VIEWS

6.1. **Mana whenua**

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

6.2. **Groups and Organisations**

The Pines Kairaki Residents Association are likely to be affected by, or to have an interest in the subject matter of this report. Residents and the resident's association will be kept up to date through Council's standard communication channels, including information notices and Council's website.

6.3. **Wider Community**

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

A review of the service requests received during historical, and the recent May 2025 flood event has been undertaken as part of the project investigation. These and further investigations have identified properties at risk in the affected areas, and these have been considered within the scope of the proposed upgrades.

7. OTHER IMPLICATIONS AND RISK MANAGEMENT

7.1. **Financial Implications**

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

The Engineer's Estimate for the recommended stormwater upgrades as identified in Table 1 including professional fees is \$163,791.60.

This project budget is included in the Annual Plan/Long Term Plan as outlined in Table 3 below:

Table 3: Project budget and forecast expenditure.

Budget name	Pines Kairaki Stormwater Upgrades		
PJ Number	102479.000.5123		
Financial Year	25/26	26/27	Total
Total Budget^a	\$35,412.35	\$240,810	\$276,222.35
Spent to date (including carry over) ^b	\$17,000.00	\$0.00	\$17,000.00
Remaining PDU fees ^c	\$18,400.00	\$11,800.00	\$30,200.00
Total existing commitments^e (=b+c+d)	\$35,400.00	\$11,800.00	\$47,200.00

Estimated Construction Cost ^f	\$0.00	\$101,384.00	\$101,384.00
15% Construction Contingency ^g	\$0.00	\$15,207.60	\$15,207.60
Total Construction Cost ^h (= f + g)	\$0.00	\$116,591.60	\$116,591.60
Total Forecast Expenditure ⁱ (= e + h)	\$35,400.00	\$128,391.60	\$163,791.60
Remaining Budget ^j (= a – i)	\$12.35	\$112,418.40	\$112,430.75

7.2. Sustainability and Climate Change Impacts

The recommendations in this report do have sustainability and/or climate change impacts. It is recommended to divert runoff away from residential properties and roadways in smaller rain events. With heavy rainfall events predicted to become more frequent in the future, this community will continue to be subject to the risk of flooding.

This area is subject to climate change risks that are significant in terms of risk of sea level rise and major flood events. The proposed works do not address this and it is likely to become a more significant risk in the future that will make it challenging for Council to maintain services.

7.3. Community Implication

The recommended approach would benefit the community by reducing the impact of storm events on Pines Beach and Kairaki, and nuisance of flooding within some residential properties and road areas.

7.4. Risk Management

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

- Some upgrades—particularly gravity-based improvements—will still be constrained by tidal influences and low-lying topography, resulting in residual flooding during rainfall events.
- Standard construction risks apply and are partially mitigated by including a 15% construction contingency within the cost estimate.
- The area is subject to liquefaction in earthquakes. This new infrastructure as well as existing infrastructure is vulnerable to damage during future earthquakes.

7.5. Health and Safety

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

- A Safety in Design process will be undertaken as part of the detailed design phase to identify and mitigate risks associated with construction, ongoing maintenance and the end user safety.
- A site-specific safety plan will be required from the successful contractor prior to commencement of works.

8. CONTEXT

8.1. Consistency with Policy

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

8.2. Authorising Legislation

The Local Government Act is relevant in this matter.

8.3. **Consistency with Community Outcomes**

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

Environmental

- Our district is resilient and able to quickly respond to and recover from natural disasters and the effects of climate change.
- The natural and built environment in which people live is clean, healthy and safe.

Economic

- Infrastructure services are sustainable resilient and affordable.

8.4. **Authorising Delegations**

The Utilities and Roading Committee is responsible for activities related to land drainage waterways and stormwater.

WAIMAKARIRI DISTRICT COUNCIL**Report**

FILE NO AND TRIM NO: CON202583 / 260121010199

DATE: 2 March 2026

MEMO TO: Jason Recker, Stormwater and Waterways Manager

FROM: Harry Wilson, Project Engineer

SUBJECT: Pines Beach & Kairaki Proposed Stormwater Upgrades

1. Executive Summary

This report provides an overview of proposed drainage upgrades for the coastal settlements of Pines Beach and Kairaki, following historic flooding issues and the May 2025 rainfall event. It outlines the performance of the existing stormwater networks, identifies key locations where limited outfall capacity, tidal influence, low-lying topography, and infrastructure constraints contribute to flooding, and presents a series of targeted upgrade options to reduce future flood risk. These include improvements to local drainage infrastructure such as flap gates, swales, sumps, discharge channels, and pipework, as well as larger-scale interventions such as pump installations where gravity systems are insufficient. Cost estimates, prioritisation of works, and recommended next steps are provided to guide decision-making and ensure funding is allocated to upgrades that deliver the greatest community benefit and resilience.

2. Introduction

The purpose of this report is to inform the Stormwater and Waterways Manager of the proposed upgrades to the drainage network at Pines Beach and Kairaki and to seek feedback. This memo outlines key areas within Pines Beach and Kairaki that have historically experienced ponding and flooding during storm events, as well as additional areas identified during the May 2025 flood event. This includes proposed drainage improvements to reduce future flood risk in these areas.

3. Background

Pines Beach and Kairaki are two small coastal settlements located north of the Waimakariri River approximately 2km east of Kaiapoi. Kairaki Creek (also known as Saltwater Creek) runs from north to south, parallel to the coast and west of the Pines Beach and Kairaki settlement, discharging to the Waimakariri River just west of the river mouth.



Figure 1: Overview Map of Pines Beach and Kairaki Location.

3.1. Existing Pines Beach Stormwater Infrastructure

The stormwater network at Pines Beach consists of short pipe runs and open drains that discharge either west to Kairaki Creek or east into the dune system. Road runoff is generally collected at low points through sumps or open pipe ends, with much of the township relying on grass swales to convey flows into the drainage network or directly to the creek. Kerb and channel are limited to the central section of Dunns Avenue, between Chichester Street and Kay Avenue, constructed in 2015, and a short length at the northern end of Dunns Avenue.

Kairaki Creek is influenced by tides, with a tidal gate installed on the Beach Road culvert near the roundabout entrance to Pines Beach and Kairaki. During high tide, the gate closes, preventing outflow into the Waimakariri River and causing the upstream drainage system to back up. Under prolonged or high-intensity rainfall, this lack of outfall capacity can lead to surface flooding. When the tide drops, water levels in the Waimakariri River and the downstream end of Kairaki Creek fall, allowing the tidal gate to reopen and the creek to drain freely.

3.2. Existing Kairaki Stormwater Infrastructure

Kairaki, like Pines Beach, discharges stormwater into Kairaki Creek through two main gravity-fed outlets. The settlement is divided into northern and southern catchments, each draining to one of the two discharge points.

Stormwater is conveyed to these outlets through a combination of swales, pipes, and open drains. Due to the flat topography and the presence of a stopbank along the southern and western boundaries, Kairaki effectively acts as a basin. During high tide, elevated water levels in Kairaki Creek prevent outflow from the stormwater outlets, resulting in temporary storage of stormwater within the local drainage network. Under prolonged or high-intensity rainfall, this restricted outfall capacity commonly leads to surface flooding until the tide recedes and free drainage can resume.

4. **Deliverables and Timeframes**

The key deliverables for this project are:

- Investigation (January 2025 – December 2025)
- Concept Design (June 2025 – December 2025)
- Preliminary/Detailed Design (January 2026 – June 2026)
- Tender (July 2026 – August 2026)
- Construction (October 2026 – December 2026)

5. **Project Budget**

There is a total project budget of \$270,000.00 funded from the Pines Kairaki Stormwater Upgrades budget (102479.000.5123).

\$47,000.00 has been designated to Project Delivery Fees, leaving an estimated \$223,000.00 of available budget for construction.

6. **April/May 2025 Flood Event**

Between 28 April and 2 May 2025, a significant rainfall event affected the Waimakariri District and surrounding areas. The nearest relevant rain gauge, located in Kaiapoi, recorded a total of 102.8 mm over this period, corresponding to an 8.1-year ARI event.

This event resulted in widespread surface flooding across several locations in both Pines Beach and Kairaki, providing valuable insight into how the stormwater network performs under stress. Field observations indicated that flooding was primarily driven by limited stormwater capacity, overland flow blockages, and ponding within localised low-lying areas.

As noted previously, both settlements are heavily influenced by the tidal behaviour of Kairaki Creek. Observations from this event reaffirmed that restricted drainage during high tide is a major contributor to flooding issues. The low-lying coastal setting, combined with tidal surges and limited fall to the receiving environment, makes effective stormwater management particularly challenging.

Figure 2 illustrates water levels in Kairaki Creek upstream and downstream of the Beach Road culvert and tide gate during the May 2025 event. The graph also shows hourly rainfall totals and corresponding high and low tide levels, highlighting the direct interaction between tide cycles and stormwater discharge capacity.

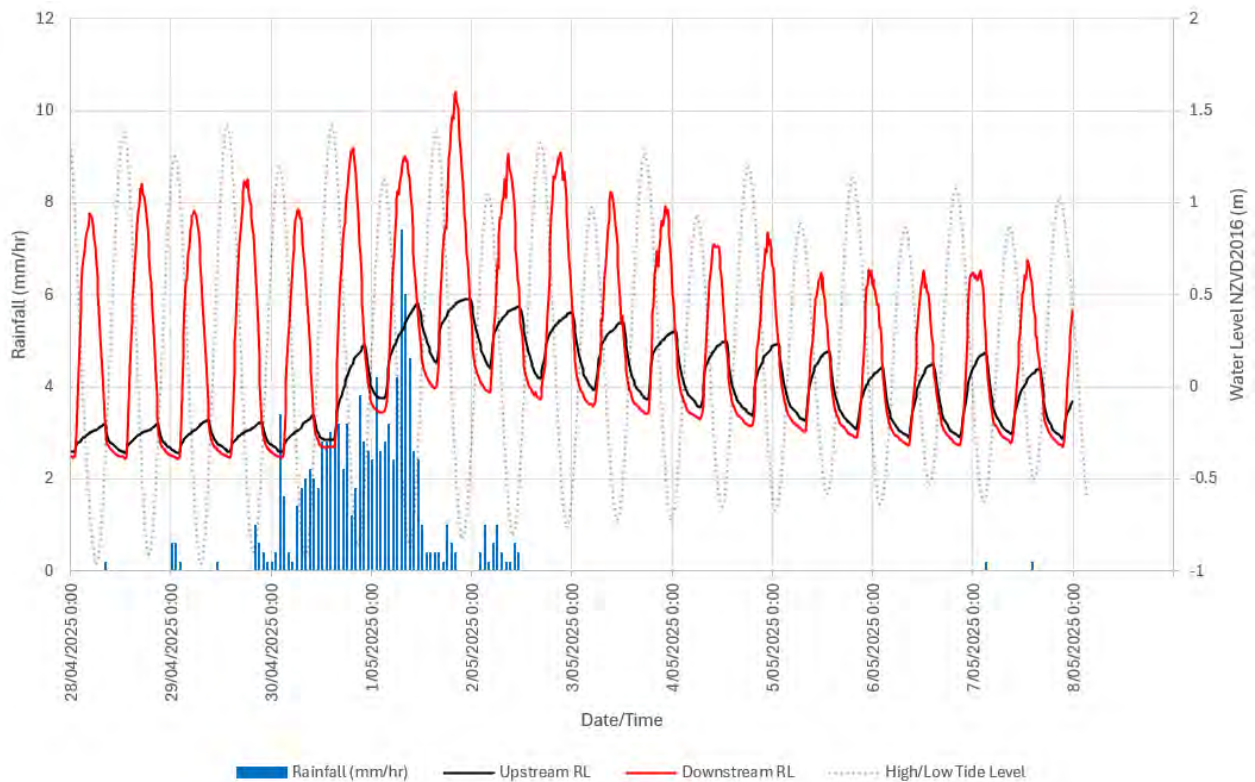


Figure 2: Rainfall and Kairaki Creek levels during April/May 2025 flood event.

When rainfall began steadily on 30 April and continued into the early hours of 1 May, water levels within Kairaki Creek started to rise noticeably upstream of the Beach Road culvert. Although rainfall eased from around midday on 1 May, the creek continued to respond, reaching its peak water level later that night. Water levels then remained elevated for several days and only gradually receded over the following week.

These observations demonstrate the constrained nature of the stormwater systems serving both Pines Beach and Kairaki. The flat, low-lying topography means stormwater drains slowly, and creek levels take extended periods to fall after rainfall. Tidal influence further compounds this issue: with higher tides occurring roughly half the time, stormwater is frequently unable to discharge from Kairaki Creek, prolonging elevated water levels and increasing the likelihood and duration of flooding. Additionally, Kairaki Creek drains a large, flat, predominantly rural upstream catchment, resulting in significant volumes of slow-moving water that continue to feed into the creek long after the rainfall has subsided, maintaining high water levels for an extended duration.

Across Pines Beach and Kairaki, substantial volumes of water were observed within roadside swales and park areas during the event (refer to Figure 3). This retention is beneficial, as these areas absorb much of the floodwater and help reduce the risk of inundation to private property. However, several isolated locations still experienced impacts to private properties and road access, highlighting ongoing vulnerabilities within the network.



Figure 3: Example of roadside swale flooding. Southern end of Batten Grove (outside Pines Beach Hall) (1 May 2025).

7. **Key Areas of Flooding and Proposed Upgrades**

Below is an overview of the notable areas where flooding continues to be problematic for the community. This includes both those known to Council to be historically an issue during rain events and others that were identified during the recent May 2025 event.

Detail includes the location, observed issue and the contributing factors likely causing flooding to occur.

Following an overview of the site and the issues identified, drainage upgrades to address these issues are proposed, including a construction cost estimate for the upgrade works.

7.1. **Dunns Ave (North End) – Pines Beach**

Flooding during significant rainfall events is common at the northern end of Dunns Avenue as shown in Figure 4, where stormwater frequently ponds within the road reserve. While flooding here has not resulted in confirmed property damage, residents at 87 and potentially 89 Dunns Avenue typically experience stormwater runoff flowing from the road into their properties.



Figure 4: Photo outside 87 Dunns Ave looking north (1 May 2025).

Stormwater in this area is collected via sumps within the road reserve and conveyed through pipes that discharge into Kairaki Creek. Outside 102 Dunns Avenue, two sumps and a 150 mm outlet pipe provide drainage to the creek. The headwall at this discharge point is damaged and due for replacement. Outside 87 Dunns Avenue, a single sump and a chamber currently fitted with a solid lid receive private stormwater laterals from neighbouring properties. This system discharges to the creek via a 225 mm pipe. Replacing the solid lid with a grated lid would improve capture of roadway runoff.

Flooding in this section of Dunns Avenue is difficult to manage due to the very low-lying topography and the proximity to Kairaki Creek. Unlike the southern parts of Dunns Avenue, where parks and wide roadside swales provide useful storage during flood events, this northern area has minimal space for water retention.

Flooding is further exacerbated by tidal effects. When high tide occurs, the floodgate at Beach Road closes, preventing discharge from the creek to the Waimakariri River. Water levels upstream of the culvert subsequently rise until the two northern stormwater outlets become inundated, at which point they can no longer drain. This leads to backing up of the drainage system and subsequent surface flooding.

In addition, neither of these stormwater outlets is fitted with a flap gate or any form of backflow prevention. As a result, high creek levels can surcharge back through the stormwater pipes. Water level data from sensors at the Beach Road culvert indicate that creek levels during peak events can exceed the ground level along this section of Dunns Avenue, suggesting that backflow from the creek is likely contributing to the severity of flooding in this area.

Below in Figure 5 is an overview map of the area showing the existing stormwater system, areas of notable flooding and proposed upgrades.



Figure 5: Dunns Ave northern end concept design upgrades.

After reviewing the existing stormwater infrastructure in this area, it is evident that the sumps are appropriately positioned and that local ground shaping effectively directs runoff toward these points. The pipework is also suitably sized for the contributing catchment, and under normal conditions the system performs as intended.

The primary cause of flooding is not the capacity or layout of the local stormwater network, but rather its inability to discharge when Kairaki Creek is elevated or in flood. During high-tide conditions, or when creek levels are otherwise high, the system loses its outfall capacity, preventing stormwater from draining and resulting in surface flooding. Given the flat, low-lying nature of the area and its reliance on tidally influenced gravity discharge, there are very limited feasible options to enable stormwater to drain during high tide.

7.1.1. Proposed Upgrades

One upgrade that could potentially solve the worst of the flooding is the installation of flap gates or a backflow device on each of the two stormwater discharge outlets. This is a relatively cost-effective upgrade and will stop any water from the creek surcharging back up the pipe and flooding the road. Based on the observed levels of the site and the peak water levels measured during the May 2025 flood event, this is expected to have been a notable issue amplifying flooding in this area.

At the same time, the headwall on the discharge of the 150mm pipe near Dunns Ave Reserve should be replaced with a new headwall as this is damaged.

7.1.2. Other Considerations

The solid lid on the chamber outside 86 Dunns Avenue should be replaced with a grated lid to improve stormwater capture on the eastern side of the road. Consideration was also given to using the open green space at Dunns Avenue Reserve as temporary stormwater storage by constructing a basin that would retain its amenity value while providing flood mitigation. However, this option is not viable. The park and surrounding road levels are already too low, and lowering the ground sufficiently to enable drainage from the road would result in levels below the creek. This would almost certainly lead to overtopping from the creek during typical rainfall events, rendering the area ineffective as storage and introducing additional flood risk.

If flooding continues to be an issue, the only alternative beyond gravity-based solutions—which are unlikely to be effective due to the site's low elevation and tidal constraints—would be the installation of a stormwater pump system. However, a pump alone would not address flooding if creek levels exceeded the ground level and water overtops into the road reserve during high tide events. Observations from the recent flood event suggest this may already be occurring. Any pump installation would therefore need to be supported by substantial bunding or flood-protection works along the creek to prevent backflow. Such works would likely extend onto private property, requiring extensive landowner engagement and involving significant cost. The overall cost-benefit of this option is considered low, and further detailed investigation would be required to understand its feasibility.

For now, it is recommended that flap-gate upgrades at the stormwater outlet pipes are prioritised and their effectiveness monitored before pursuing more substantial interventions.

7.1.3. Conclusion

The following upgrades and actions are proposed:

- Install new flap gates on both the outlet pipes that discharge to the creek. This will stop any water from the creek surcharging up the pipes and assist in mitigating flooding in the area.
- Replace the headwall on the 150mm discharge pipe at the creek that is damaged.
- Upgrade the existing stormwater chamber lid outside 86 Dunns Ave to a grated lid to allow stormwater to better drain.
- Consider investigating further into a bunding solution and localised pumping options at Dunns Ave Reserve after the above upgrades have been completed and tested.

7.1.4. Expected cost

Item	Description	Quantity	Unit	Rate	Amount
1.0	Dunns Ave (North End)				
	P&G	1	LS	\$ 1,050.00	\$ 1,050.00
	New headwall	1	Ea.	\$ 2,000.00	\$ 2,000.00
	Flap gate	1	Ea.	\$ 2,000.00	\$ 2,000.00
	Grated sump lid	1	Ea.	\$ 1,000.00	\$ 1,000.00
	Spigot flap gate	1	Ea.	\$ 2,000.00	\$ 2,000.00
TOTAL					\$ 8,050.00

7.2. Kain Street and Dunns Ave Intersection – Pines Beach

This area of Dunns Ave near the intersection of Kain Street as shown in Figure 6 was observed to only see minor ponding. The north side of the intersection is serviced by two sumps either side of the road that discharge to the creek via a 225mm stormwater pipe. Some minor ponding was seen along the roadside of Dunns Ave outside number 72. This looks to mostly be associated with the shaping of the berm which could be better graded toward the sump.

The south side of the Kain Street intersection is not serviced by any stormwater infrastructure. There is a spot in the location of the garage of 68 Dunns Ave that sits in a minor depression and flooding has been reported to occur here by the property owner. The property owner has lodged service requests previously regarding flooding at the back of the garage (property side).

An investigation was undertaken in May 2024 looking into the issue of flooding at this property and possibly improvements that could be made (Trim 240523083804). The conclusion of the investigation was that a sump to capture runoff could be installed and piped to a soakage pit. However, a soakage pit isn't likely to be as effective in a location like this due to the area having a high groundwater level.



Figure 6: Dunns Ave and Kain Street corner concept design upgrades.

7.2.1. Proposed Upgrades

Additional upgrades as shown in Figure 6 could be implemented by utilising the existing stormwater infrastructure that discharges to Kairaki Creek on the north side of the Kain Street intersection. While the road level along Kain Street is generally higher than the surrounding ground, the northern side sits lower than the southern side, offering a more favourable outfall location. Stormwater from the southern side of Kain Street could be redirected to the north via a bubble-up sump arrangement, helping to reduce ponding and improve conveyance during rainfall events. A new sump could also be installed outside 68 Dunns Avenue to capture roadside runoff and reduce the risk of floodwater entering the garage from the road.

7.2.2. Conclusion

The following upgrades and actions are proposed:

- To address nuisance flooding occurring in the depression near the garage of 68 Dunns Ave a new sump could be installed along with a new 225mm pipe that would run and discharge to a new bubble up sump on the north side of the intersection. Stormwater would then run overland to the existing sump and discharge to the creek. Based on the survey levels, this should work well as there is about a 0.5m difference in level between these two points.
- A third sump could also be installed on the south corner of the intersection along with some shaping of the berm along Kain Street to assist in capturing additional runoff.
- Some minor berm shaping is advised on the north side of the intersection to better direct runoff toward the existing sump.

7.2.3. Expected cost

Item	Description	Quantity	Unit	Rate	Amount
2.0	Kain Street and Dunns Ave Intersection				
	P&G	1	LS	\$ 7,279.50	\$ 7,279.50
	Shape swale and reinstate	76	m	\$ 30.00	\$ 2,280.00
	225mm PVC-USN16 pipe	70	m	\$ 500.00	\$ 35,000.00
	Single sump with concrete surround	3	Ea.	\$ 3,750.00	\$ 11,250.00
	TOTAL				\$ 55,809.50

7.3. Kain Street and Batten Grove Corner – Pines Beach

There are some areas of ponding along the roadside of Kain Street as shown in Figure 7, but water typically appears to flow across the roads of Kain Street and Batten Grove into the block of properties on the corner of the street. In particular, 59 Batten Grove is the most affected from flooding during rain events.



Figure 7: Kain Street looking to the intersection with Batten Grove (1 May 2025).

59 Batten Grove as shown in the overview map in Figure 8 is located within a minor basin. Runoff from the surrounding catchment area tends to flow overland and pond within this property under the house. There have been numerous service requests of flooding during flood events from this property over the years.

Upgrades were undertaken in 2022 to address these issues by installing two new sumps outside the property within the roadside berm of Batten Grove. The intention was for these sumps to capture any runoff coming from the east. This at the time appeared to be predominately where water was coming from. These sumps, however, fail to capture any runoff that may be entering the property from the north and west.

To the east across Batten Grove, there is a lower-lying dune area. The existing stormwater infrastructure captures water via sumps and chambers connected to laterals

from neighbouring properties. Stormwater is then discharged by two stormwater discharge pipes into the dune area.



Figure 8: Kain Street and Batten Grove corner design upgrades.

7.3.1. Proposed Upgrades

Unlike other parts of the two villages where stormwater outlets discharge to Kairaki Creek, this area discharges directly into the dune system as shown by the existing stormwater infrastructure in Figure 8. Site observations indicate that the dune discharge points do not experience overtopping or submergence, and there is no evidence of outlet performance issues during rainfall events. As such, outfall capacity does not appear to be a limiting factor in this location.

Instead, the primary issues relate to insufficient flow paths guiding runoff toward existing sumps, as well as limitations with the current sumps and chambers, which are unable to effectively capture stormwater. Additional sumps are also required in several low-lying areas that presently lack adequate drainage infrastructure, resulting in ponding and reduced conveyance during rainfall events.

7.3.2. Installing Grated Lids

There are two existing chambers on each corner of Kain Street and Batten Grove. These chambers have solid full cover lids, so no water can get into from the road. Rather they receive incoming stormwater laterals from nearby properties. If grated lids were installed on these chambers, they could act as sumps and help to capture runoff from the street. This will help to address flooding and ponding on the roadside, but more importantly, it will help to capture runoff before it can flow on into the neighbouring sections and cause nuisance flooding.

7.3.3. Constructing Swales

To better capture and direct runoff to the proposed sumps mentioned above, a swale along the northern side of Kain Street is recommended. Either a trafficable swale or culvert pipes will be required to allow water to flow continuously past vehicle crossings along the street.

7.3.4. Fixing Outlet Headwalls and Discharge Channels

The existing discharge point headwall off Kain Street is damaged and has fallen apart. It is recommended that this headwall be reconstructed to allow sufficient discharge flow of stormwater and better support the existing bank.

The discharge point off Achilles Parade could do with a more established headwall, but more critically it requires widening of the existing discharge channel downstream of the outlet. This will ensure that stormwater is efficiently discharged and the outlet is not blocked leading to flooding in future.

7.3.5. Sump Solution for 59 Batten Grove

Initially the proposal for this property was to manage flooding by either Council or the property owner installing a sump within their property at the low point and discharging to one of the sumps located on Batten Grove. In theory, this should work well as the invert of the discharge outlet pipe into the dune area is 0.69m RL and the ground level of this property is around 1.0m RL.

Recently it was confirmed that the existing house at 59 Batten Grove had been demolished and a new building on stilts is being constructed by the property owner to address the issue of flooding occurring within their low-lying property. There is also new stormwater drainage pipework proposed to be installed as part of construction, including a bubble up sump on the property that will discharge to the existing roadside sump. Therefore, in future if the property owner is still having issues with flooding and ponding, they will be able to install their own private sump where required and this can discharge to their new bubble up sump.

It is recommended that no additional work be undertaken on this property as it is already being managed by the property owner.

7.3.6. Conclusion

The following upgrades and actions are proposed:

- Upgrade the two existing sumps located on the corner of the Kain Street and Batten Grove intersection with grated lids.
- Upgrade the existing 150mm pipework with 300mm pipework.
- Shape a swale on the north of Kain Street, directing flow toward the two existing sumps. Consider a swale along the southern side and 100mm or 150mm culvert pipes underneath the existing vehicle crossing to enable stormwater to flow unimpeded.
- Reconstruct the damaged outlet of the old 150mm pipe with a new headwall structure.
- Construct a wider unobstructed discharge channel for the existing 225mm discharge outlet off Achilles Parade and consider re-constructing or upgrading the existing headwall.

7.3.7. Expected cost

Item	Description	Quantity	Unit	Rate	Amount
3.0	Kain Street and Batten Grove Corner				
	P&G	1	LS	\$ 4,321.50	\$ 4,321.50
	Grated sump lid	1	Ea.	\$ 1,000.00	\$ 1,000.00
	300mm PVC-USN16 pipe	35	m	\$ 500.00	\$ 17,500.00
	New headwall	1	Ea.	\$ 2,000.00	\$ 2,000.00
	Shape swale and reinstate	167	m	\$ 30.00	\$ 5,010.00
	100mm culvert pipe under driveway (Provisional)	18	m	\$ 100.00	\$ 1,800.00
	Shape discharge channel	25	m	\$ 60.00	\$ 1,500.00
	TOTAL				\$ 33,131.50

7.4. General Area (Roadside Swales, Drains and SW Infrastructure) – Pines Beach

In the surrounding greenspace and road areas of Pines Beach, the drainage systems appear to be functioning as intended. Stormwater is ponding within road edges, berms, and kerb and channel sections, which reflects how the system is designed to temporarily store water during rainfall events. The main constraint is the limited capacity of the drains during periods of elevated water levels in Kairaki Creek, which prevent the network from discharging during high tide. As a result, there is little opportunity for meaningful infrastructure upgrades in this area, aside from potential adjustments to berm shaping around Dunns Avenue and adjacent greenspace to create additional temporary storage and assist in moving stormwater off the road as shown in Figure 9.



Figure 9: Dunns Ave looking toward roundabout (1 May 2025).

Any such modifications would require further investigation to confirm their suitability. A key consideration is ensuring that any reshaping still enables runoff to drain toward existing outfall points rather than creating new low spots where water may stagnate. Given the already low-lying nature of the area and its high groundwater table, there is also a risk of creating swales or depressions that remain wet or muddy for prolonged periods. Careful level design would therefore be essential before recommending any changes.

7.4.1. Expected cost

Item	Description	Quantity	Unit	Rate	Amount
4.0	General Areas (Roadside Swales, Drains and SW Infrastructure)				
	P&G				TBC
	Shape discharge channel				TBC
	Shape swale and reinstate				TBC
TOTAL					TBC

7.5. Featherstone Ave (North Access Road) – Kairaki

On Featherstone Ave, immediately after the roundabout, there is a low-lying bare gravel section on the south side of the road that holds water during rain events as shown in Figure 10. In larger events, the area of inundation spreads across the road. Runoff appears to come from all directions, from the east, north and south. There is an existing swale/channel that cuts southwest across the grassed park area into a vegetated area and is eventually discharged to the creek.



Figure 10: Featherstone Ave looking north to the roundabout (1 May 2025).

There are several reasons why this swale and the surrounding area may not be draining effectively:

- The swale inlet does not tie in well with the area that floods. It appears to be blocked with vegetation and sitting slightly elevated.
- The swale grade is quite flat for the first portion which tends to hold water.
- The swale itself is narrow and full of grasses/vegetation blocking its flow.
- The discharge point into the vegetated area downstream is blocked and the vegetation appears to sit higher and block the swale from discharging.

Further south along the entry road of Featherstone Avenue into Kairaki, there is a noticeable depression in the road. This area consistently floods during rainfall events being the low point of the surrounding area with no way for water to get away. The flooding here is quite deep, but cars are still able to use the road (refer to Figure 11). Further south around the bend into Kairaki there is also further ponding along the road edge on the eastern side.



Figure 11: Featherstone Ave road depression (1 May 2025).

7.5.1. Proposed Upgrades

The critical upgrade for this area is to the discharge outlet and associated channel to effectively drain the area that it services. This will in turn will assist in managing runoff the length of Featherstone Ave's northern access road. If a new swale is constructed the length of Featherstone Ave as shown in Figure 12, and the depression in the road is lifted in combination with this swale upgrade, the reduction in flooding and ponding of water around this area is expected to be improved.



Figure 12: Featherstone Ave northern end concept design upgrades.

7.5.2. Conclusion

The following upgrades and actions are proposed:

- Excavate and widen the existing swale/channel from the inlet to the outlet and construct a more permanent discharge point.
- Shape a swale from the low depression in Featherstone Ave around to the swale near the roundabout.
- Lift the road level to remove the depression where water is accumulating. This is a roading issue, therefore, it is a decision that will need to be made by the Roading Team and come from their budget. They have been informed and this is on their radar.

7.5.3. Expected cost

Item	Description	Quantity	Unit	Rate	Amount
5.0	Featherstone Ave (North Access Road)				
	P&G	1	LS	\$ 1,453.50	\$ 1,453.50
	Shape discharge channel	40	m	\$ 60.00	\$ 2,400.00
	Shape swale and reinstate	243	m	\$ 30.00	\$ 7,290.00
	TOTAL				\$ 11,143.50

7.6. Featherstone Ave (North Residential Area) – Kairaki

Kairaki's residential area can be categorised into two catchments (north and south). The northern area discharges under the stopbank to the creek through a series of 300mm discharge pipes. The area is serviced by a wider network of open channel drains, sumps and 150 - 400mm dia pipework.

This area is very low-lying. Pockets of depressions are located throughout the catchment and ponding/surface flooding is common when it rains as shown in Figure 13 and Figure 14. With high tide, the swales and drains reach capacity and can be seen overspilling into neighbouring areas. Notably, properties such as 11 and 42 Featherstone Ave, which are located next to these drains, have reported stormwater spilling over into their property's during the May 2025 event.



Figure 13: Land next to 5 Featherstone Ave (1 May 2025).



Figure 14: Roadside swales full of water (around 56 Featherstone Ave) (1 May 2025).

7.6.1. Proposed Upgrades

The key issue for some of the properties in Kairaki, specifically those next to the existing open channel drains, is water tends to back up and overtop the channels. Stormwater then spills into neighbouring properties. As we are restricted by the creek and its high tides, the key to mitigating flooding lies in increasing capacity of the system and looking to send flood water away from private property to these open greenspaces where possible. It is recommended that existing drainage channels are widened and areas adjacent to the drains be shaped to hold flood waters as shown in Figure 15.

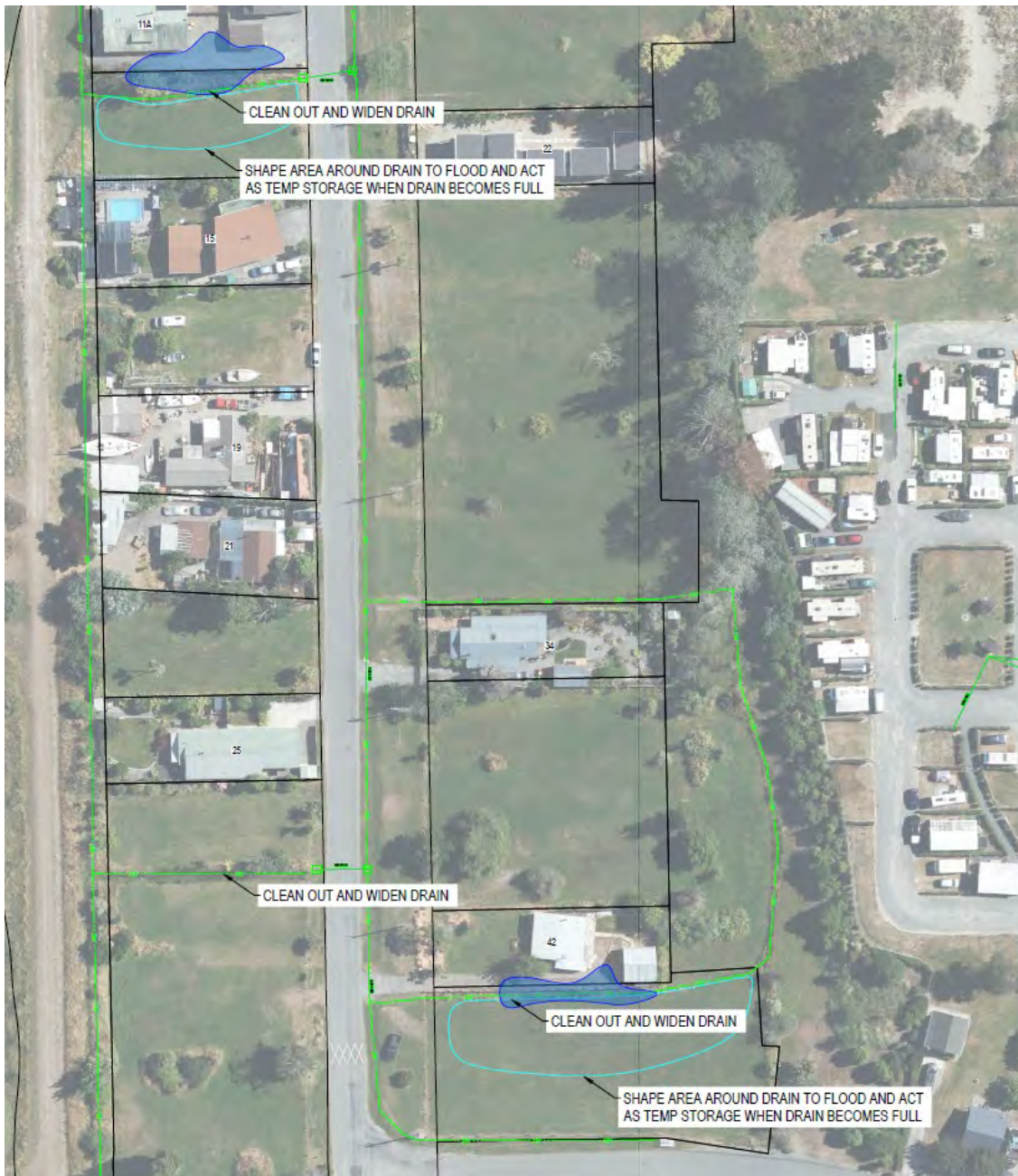


Figure 15: Featherstone Ave middle concept design upgrades.

7.6.2. Conclusion

The following upgrades and actions are proposed:

- Excavate and widen the existing open channel drains, particularly those that run parallel to resident's properties. This will clear out a lot of the existing vegetation that occupy the channel increasing capacity. Widening will also assist in increasing capacity and mitigating the likelihood of stormwater overtopping the drains.
- Another option worth consideration is undertaking earthworks on the vacant greenspace adjacent to the drains. By lowering the ground level here, during larger storm events, these areas could serve as temporary storage when the drains overtop. This would allow floodwaters to be contained within these designated areas, reducing the risk of flooding to private property.

7.6.3. Expected cost

Item	Description	Quantity	Unit	Rate	Amount
6.0	Featherstone Ave (North Residential Area)				
	P&G	1	LS	\$ 6,399.00	\$ 6,399.00
	Clean out and widen drain	197	m	\$ 60.00	\$ 11,820.00
	Shape areas near drains (drop elevation 100mm)	1028	m ²	\$ 30.00	\$ 30,840.00
TOTAL					\$ 49,059.00

7.7. Featherstone Ave (South Residential Area) – Kairaki

Stormwater from the northern section of the street appears to be split by a driveway as shown in Figure 16, effectively separating the two catchments. The southern catchment is serviced by a series of sumps and pipework that convey flows southward before turning west across the stopbank and discharging to Kairaki Creek via a 375 mm gravity pipe. When tide levels rise, the flap gate on this outlet closes, preventing discharge. Under higher-intensity or prolonged rainfall, the system becomes overwhelmed, leading to surface flooding.

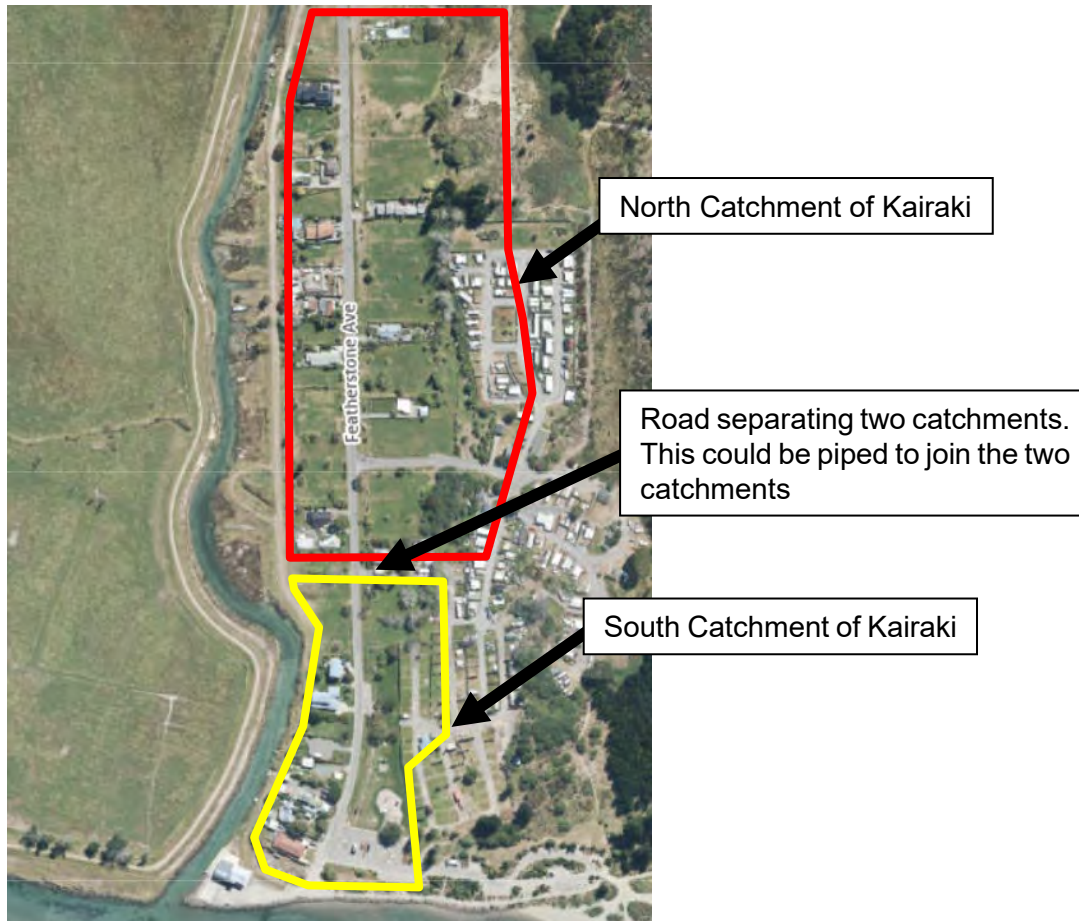


Figure 16: Catchment Map of Kairaki.

The topography of Kairaki generally slopes from north to south, making the southern end of Featherstone Avenue a natural low point for the catchment. During the May 2025 rainfall event, flooding was observed in this area, particularly around the properties at 61 and 61A Featherstone Avenue as shown in Figure 17 and Figure 18.



Figure 17: Park at southern end of Featherstone Ave (1 May 2025).



Figure 18: 61 Featherstone Ave (1 May 2025).

Flooding at this location appears to result from two key factors. First, the natural topography causes runoff from the surrounding area to accumulate at this low point. Second, a sump located on the eastern side of the road as shown in Figure 18 may be exacerbating the issue. Due to its low elevation, it is suspected that this sump may function as a bubble-up point during high flows or when downstream capacity is restricted, contributing additional water to an already flood-prone area.

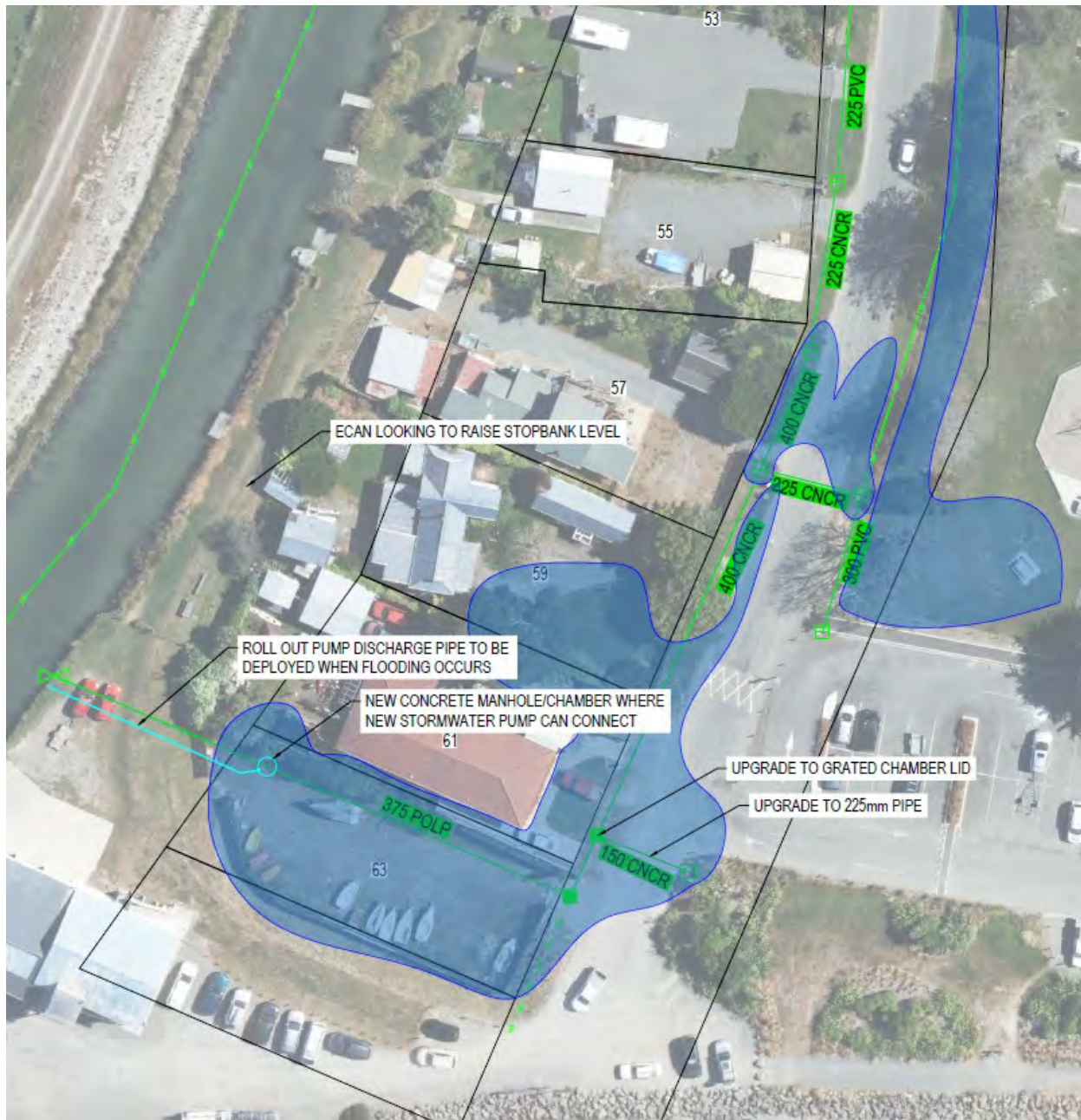


Figure 19: Featherstone Ave southern end concept design upgrades.

7.7.1. Proposed Upgrades

The existing 375mm polypropylene pipe and discharge outfall into Kairaki Creek was upgraded in 2015 as part of the wider stormwater earthquake recovery upgrades in the area. This pipe is appropriately sized and not due for replacement.

Apart from potentially upsizing a 150mm pipe to 225mm pipe on the existing sump outside 61 Featherstone Ave and upgrading a chamber lid to a grated lid, there is virtually only one option available to mitigate against flooding for this area.

As discharge to the creek via gravity or using some kind of temporary storage is not an option, a stormwater pump near the outfall to service the catchment would be required to address the flooding seen here.

It is expected the peak runoff rate for the southern catchment is about 69 L/s during a 1 in 10-year event. During a 1 in 100-year event, it is expected the peak runoff rate could be closer to 120 L/s.

With the current stormwater configuration, it appears feasible to link the northern Kairaki catchment to the southern catchment so that, once capacity is reached, flows can spill over and be conveyed southward. This would require only minor modifications around the raised driveway that currently separates the two areas. If a new stormwater pump is installed to service the southern catchment, combining the two areas would be a logical and efficient approach, allowing the pump to manage stormwater for the entirety of Kairaki. The northern catchment area is approximately 88,000 m², and if both catchments were combined, the peak estimated runoff during a 1-in-10-year rainfall event would be around 122 L/s.


7.7.2. Pumping Option

Below in Figure 19 is an example of a diesel driven surface pumping option. A surface pump like this could be fitted onto a trailer making it easily deployable to site during large rainfall events. Alternatively, it could be setup on a concrete pad full time. A trailer option is considered more appropriate as it would be less cost than constructing a permanent pad/shed, pipework and associated security measures. This option would also allow for this pump to be deployed elsewhere in the district if required. A retrofitted manhole could be constructed over the existing outgoing 375mm discharge pipe, within Council owned land at 63 Featherstone Ave. Temporary pipe could be rolled out across the bund to the creek connected to the pump for the trailer mounted option.

A trailer mounted BA150E Diesel Driven Pump (approx. 6") costs about \$112,796.00 new. Second hand pumps are available at a saving of about \$10,000.00. It's expected there will be smaller pump options that could also be implemented to save on cost.

BA150E Diesel Driven
Dewatering and Sewage Pump
Max. 475 m³/hour, Max. 38 mwc





Pump specifications:

Type	BA150E D285
Max. flow	475 m ³ /hour
Max. pressure	37 mwc
Connections	DN 150
Solids handling	80 mm
Impeller type	Semi-open impeller
Priming system	BBA MP50
Engine	Perkins 404D-22T
Emission Level	Stage V
Canopy	M10-23X
Sound level	64 dB(A) at 10m
Weight (net)	1675 kg

Figure 20: Example of possible pumping option.

Exploring a pump option for this location is a logical and highly effective approach to reducing future flooding. A pump with a typical capacity of 70–120 L/s would, at minimum output, be sufficient to service the southern catchment during a 1-in-10-year event, and at maximum output could service both northern and southern catchments if they were combined. With appropriate design, a pumped solution has the potential to service the entire Kairaki area, offering significantly greater flood mitigation benefits than any gravity-based upgrades that could be implemented.

The drawbacks of this approach include the high upfront capital cost and the ongoing operational and renewal costs associated with maintaining the pump throughout its service life. Additionally, community perception must be considered. Installing substantial flood-resilience infrastructure in Kairaki without undertaking comparable works in Pines Beach may be viewed negatively by some Pines Beach residents.

While a similar pumped arrangement could theoretically be installed in Pines Beach—by placing a pump at the culvert flap gate to move water from the upstream side to the downstream side—this is not considered feasible. To be effective, the pump would need to be sized to handle flows generated by the much larger upstream Kairaki Creek catchment rather than only the Pines Beach drainage area. This would require a significantly larger pump and substantial supporting infrastructure, resulting in capital and operational costs well beyond the scope or budget of this project. As such, a pumped solution for Pines Beach is not recommended.

7.7.3. Conclusion

The following upgrades and actions are proposed:

- Upgrade the existing 150mm pipework to 225mm from the existing sump and install a grated lid (this should only be done if the pump option goes ahead as it may exacerbate flooding without it).
- Connect the northern and southern catchments with a bubble up sump arrangement as required (only if the pump option goes ahead).
- Install a new DN1800 manhole over the existing 375mm discharge pipe and procure a new trailer mounted diesel pump with associated fittings.

7.7.4. Expected cost

Gravity Upgrades

Item	Description	Quantity	Unit	Rate	Amount
7.1	Featherstone Ave (South Residential Area)				
	P&G	1	LS	\$ 975.00	\$ 975.00
	Upgrade solid chamber lid to grated	1	LS	\$ 1,000.00	\$ 1,000.00
	Upgrade existing 150mm pipe to 225mm RCRRJ Class 4 pipe	11	m	\$ 500.00	\$ 5,500.00
TOTAL					\$ 7,475.00

Pumping Upgrades

Item	Description	Quantity	Unit	Rate	Amount
7.2	Featherstone Ave (South Residential Area)				
	P&G	1	LS	\$ 2,250.00	\$ 2,250.00
	BA150E Diesel pump with trailer	1	Ea.	\$ 112,796.00	\$ 112,796.00
	DN1800 manhole chamber	1	Ea.	\$ 10,000.00	\$ 10,000.00
	Additional scope to secure area	1	LS	\$ 5,000.00	\$ 5,000.00
	Provisional: Connect upstream catchment	1	LS	\$ 5,000.00	\$ 5,000.00
TOTAL					\$ 130,046.00

8. Prioritisation and Next Steps

With a construction budget of \$223,000.00 and an estimated cost of \$294,714.50 to deliver the full scope of recommended upgrades, there is a funding shortfall of approximately \$71,714.50 (refer to Appendix A for a detailed cost estimate breakdown).

While a range of stormwater upgrades has been identified throughout this report, some works may need to be deferred or are not recommended in order to remain within the available project budget. The proposed upgrades have been evaluated to ensure that funding is directed toward locations where improvements will deliver the greatest community benefit. Priority has been given to areas subject to frequent or significant flooding, locations where private property may be at risk, and upgrades where the capital investment is proportionate to the expected reduction in flood risk.

Based on this assessment, the table below summarises the proposed upgrades for each flood-prone location, including priority ranking and recommended actions.

Table 1: Assessment of recommended upgrades.

Location	Assessment Summary	Priority	Recommended Action
1. Dunns Ave (North End)	<ul style="list-style-type: none"> This is a simple upgrade that can be undertaken at relatively low cost and has the potential to significantly reduce flooding within the road reserve of Dunns Avenue. It will help mitigate backflow from the creek during high water levels, reducing the likelihood of water backing up onto the roadway. 	High	Proceed
2. Kain Street and Dunns Ave Intersection	<ul style="list-style-type: none"> This upgrade is considered a lower priority for the following reasons. The cost to benefit ratio is low as it is estimated this work would cost around \$50,000 and presents real benefit to only one property. The upgrade would also only be mitigating flooding that is occurring at the garage of this property. There is also a likelihood that 	Medium	Defer / Monitor

	<p>the garage may still see flooding occurring as runoff is also coming from other directions than just from the road reserve.</p>		
3. Kain Street and Batten Grove Corner	<ul style="list-style-type: none"> This should be a rather straight forward upgrade that will effectively help to capture runoff and discharge to the dune area. There could be an opportunity to retain the existing 150mm stormwater pipe to make the cost significantly lower. Although it would be ideal to upgrade to 225mm, 150mm is only slightly undersized for this area. 	High	Proceed
4. General Area (Roadside Swales, Drains and SW Infrastructure)	<ul style="list-style-type: none"> With these areas for most part functioning effectively and the risk to people and property being minimal, this should be a lower priority in face of other more critical upgrades. These upgrades should, however, be quite cost effective. More investigation into specific areas to complete these upgrades would need to be undertaken. 	Low	Proceed (only if budget is available)
5. Featherstone Ave (North Access Road)	<ul style="list-style-type: none"> This should be a straightforward upgrade that will help to address ponding and flooding over a large area of Featherstone Ave. Even if the lifting of the road does not go ahead, shaping more prominent and effective swales can be done for low cost and are expected to have a notable impact on reducing ponding. 	Medium	Proceed
6. Featherstone Ave (North Residential Area)	<ul style="list-style-type: none"> Increasing capacity in the existing drains is a mostly simple and low-cost upgrade that will have positive mitigation on flooding around this area. Compounding this with further work to shape the areas around the drains will help to reduce the risk of flooding to neighbouring residents. If a pump were to be installed at the southern end of Featherstone Ave this could possibly be avoided, and capital could be directed into a pumped solution that will also positively reduce risk 	High	Proceed (provided Option 7.2 does not proceed)
7.1. Featherstone Ave (South Residential Area) – Gravity Upgrades	<ul style="list-style-type: none"> Due to the potential risk that the sumps in this location may be acting as a bubble up due to the low elevation, it is recommended that these upgrades not be implemented unless a pumping solution is also implemented. 	Medium	Not recommended (unless Option 7.2 proceeds)

	<ul style="list-style-type: none"> Without the pump, flooding could be exacerbated here. With the pump however, there will be a noticeable positive impact of upgrading the gravity systems to better capture and convey stormwater. 		
7.2. Featherstone Ave (South Residential Area) – Pumping Upgrades	<ul style="list-style-type: none"> A pumped solution would provide the most effective resilience against flooding in this area, as it would allow stormwater to be discharged regardless of high tide levels in the creek. This option would significantly reduce the likelihood and duration of flooding on adjacent properties and roadways, particularly during larger storm events. While capital and ongoing maintenance costs would be significantly higher than gravity-only upgrades, this option offers the greatest long-term effectiveness and resilience for Kairaki. Consideration should be given into the negative implications of significant capital investment in Kairaki that would not be replicated within Pines Beach. 	High	Defer / Monitor (this option should be tested with a hired temp pump to confirm this solution would be worthwhile)

Based on this assessment, the total cost of works for the areas recommended to proceed is \$101,384.00. This leaves \$121,616.00 in available budget to be held in reserve for further investigation and upgrades that have been deferred or not recommended. This can also be held for other locations and upgrades should additional areas of risks be identified in future. Below in Table 2 is a breakdown of the project budget based on the recommended upgrades.

Table 2: Project budget breakdown based on recommended works.

Budget name	Pines Kairaki Stormwater Upgrades		
PJ Number	102479.000.5123		
Financial Year	25/26	26/27	Total
Total Budget ^a	\$35,412.35	\$240,810	\$276,222.35
Spent to date (including carry over) ^b	\$17,000.00	\$0.00	\$17,000.00
Remaining PDU fees ^c	\$18,400.00	\$11,800.00	\$30,200.00
Total existing commitments ^e (=b+c+d)	\$35,400.00	\$11,800.00	\$47,200.00
Estimated Construction Cost ^f	\$0.00	\$101,384.00	\$101,384.00
15% Construction Contingency ^g	\$0.00	\$15,207.60	\$15,207.60
Total Construction Cost ^h (=f + g)	\$0.00	\$116,591.60	\$116,591.60
Total Forecast Expenditure ⁱ (= e + h)	\$35,400.00	\$128,391.60	\$163,791.60
Remaining Budget ^j (= a – i)	\$12.35	\$112,418.40	\$112,430.75

The construction cost figures presented above are high-level estimates, and the recommended works may ultimately incur higher costs. This risk has been accounted for through the inclusion of a 15% construction contingency.

8.1.1. Next steps for the programme include:

1. Further technical investigation and assessment to confirm the final scope of works, refine preliminary designs, and develop preliminary cost estimates for each proposed upgrade (*March 2026 – April 2026*)
2. Prepare detailed design, cost estimates and refine the final package of work (*May 2026 – June 2026*)
3. Tender for construction (*July 2026 – August 2026*)
4. Begin construction (*October 2026*)
5. Complete construction (*December 2026*)

9. Summary

The proposed drainage upgrades focus on locations identified as vulnerable during the April/May 2025 flood event and prioritise practical, cost-effective measures that will meaningfully reduce flood risk. Collectively, these improvements will enhance the performance of the existing stormwater network, increase resilience during future rainfall events, and help better protect both public and private property from flooding impacts.

10. Appendices

10.1. Appendix A – Full Cost Estimate

Item	Description	Quantity	Unit	Rate	Amount
1.0	Dunns Ave (North End)				
	P&G	1	LS	\$1,050.00	\$1,050.00
	New headwall	1	Ea.	\$2,000.00	\$2,000.00
	Flap gate	1	Ea.	\$2,000.00	\$2,000.00
	Grated sump lid	1	Ea.	\$1,000.00	\$1,000.00
	Spigot flap gate	1	Ea.	\$2,000.00	\$2,000.00
	TOTAL				\$8,050.00
2.0	Kain Street and Dunns Ave Intersection				
	P&G	1	LS	\$7,279.50	\$7,279.50
	Shape swale and reinstate	76	m	\$30.00	\$2,280.00
	225mm PVC-U SN16 pipe	70	m	\$500.00	\$35,000.00
	Single sump with concrete surround	3	Ea.	\$3,750.00	\$11,250.00
	TOTAL				\$55,809.50
3.0	Kain Street and Batten Grove Corner				
	P&G	1	LS	\$4,321.50	\$4,321.50
	Grated sump lid	1	Ea.	\$1,000.00	\$1,000.00
	300mm PVC-U SN16 pipe	35	m	\$500.00	\$17,500.00
	New headwall	1	Ea.	\$2,000.00	\$2,000.00
	Shape swale and reinstate	167	m	\$30.00	\$5,010.00
	100mm culvert pipe under driveway (Provisional)	18	m	\$100.00	\$1,800.00
	Shape discharge channel	25	m	\$60.00	\$1,500.00
	TOTAL				\$33,131.50
4.0	General Areas (Roadside Swales, Drains and SW Infrastructure)				
	P&G				TBC
	Shape discharge channel				TBC
	Shape swale and reinstate				TBC
	TOTAL				TBC
5.0	Featherstone Ave (North Access Road)				
	P&G	1	LS	\$1,453.50	\$1,453.50
	Shape discharge channel	40	m	\$60.00	\$2,400.00
	Shape swale and reinstate	243	m	\$30.00	\$7,290.00
	TOTAL				\$11,143.50
6.0	Featherstone Ave (North Residential Area)				
	P&G	1	LS	\$6,399.00	\$6,399.00
	Clean out and widen drain	197	m	\$60.00	\$11,820.00
	Shape areas near drains (drop elevation 100mm)	1028	m ²	\$30.00	\$30,840.00
	TOTAL				\$49,059.00
7.1	Featherstone Ave (South Residential Area)				
	P&G	1	LS	\$975.00	\$975.00

	Upgrade solid chamber lid to grated	1	LS	\$1,000.00	\$1,000.00
	Upgrade existing 150mm pipe to 225mm RCRRJ Class 4 pipe	11	m	\$500.00	\$5,500.00
TOTAL					\$7,475.00
7.2	Featherstone Ave (South Residential Area)				
	P&G	1	LS	\$2,250.00	\$2,250.00
	BA150E Diesel pump with trailer	1	Ea.	\$112,796.00	\$112,796.00
	DN1800 manhole chamber	1	Ea.	\$10,000.00	\$10,000.00
	Additional scope to secure area	1	LS	\$5,000.00	\$5,000.00
	Provisional: Connect upstream catchment	1	LS	\$5,000.00	\$5,000.00
TOTAL					\$130,046.00
GRAND TOTAL					\$294,714.50
TOTAL OF RECOMMENDED WORKS					\$101,384.00

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: RDG-03-09 / 251013193642

REPORT TO: KAIAPOI-TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 20 April 2026

AUTHOR(S): Shane Binder, Senior Transportation Engineer
Joanne McBride, Roding and Transport Manager

SUBJECT: Pines Kairaki Beach Roundabout Changes

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


General Manager


Chief Executive

1. SUMMARY

- 1.1. This report summarises background on the Beach Road / Dunns Avenue / Featherstone Avenue roundabout, following concerns being raised by the Pines & Kairaki Beaches Association around its use, and suggestion the central island height be reduced.
- 1.2. The roundabout was installed in 2015 as part of a broader programme of post-earthquake street reconstruction throughout the wider Pines Beach area, and was designed to provide low-speed traffic calming and safely control intersection traffic.
- 1.3. Since the completion of the intersection reconstruction, Council has received several service requests regarding usage of the roundabout, particularly in relation to larger vehicles and some drivers knowingly driving around the wrong side of the roundabout.
- 1.4. In 2019, a report was prepared for the Kaiapoi-Tuahiwi Community Board to review concerns and potential mitigations. The Community Board put forward a recommendation to shift the intersection further south, while the Utilities & Roding Committee considered the matter further and decided to maintain the status quo.
- 1.5. Following a request for a further report from the Community Board, a further review of the intersection has been carried out and other possible mitigation options have been considered.
- 1.6. The existing roundabout has been designed with a mountable central island, which larger vehicles can and do drive over.
- 1.7. A review of the CAS Database back to 2016 has shown the following reported crashes:
 - Two crashes on Featherston Ave, run off road and unrelated to the roundabout
 - One crash on beach Rd to the west, unrelated to the roundabout.
 - No reported crashes at the intersection.
- 1.8. The staff recommendation is to retain the status quo, as the roundabout is already operating at low speeds and has a mountable central island. It is considered that reducing the height of the central island would likely increase speed and vehicles driving over it.

Attachments:

- i. Report to Kaiapoi-Tuahiwi Community Board, Pines Beach Roundabout, 18 November 2019 (TRIM no. 190827119584)
- ii. Pines and Kairaki Beaches Association letter regarding roundabout, 8 August 2025 (TRIM no. 250808146782)

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 251013193642.

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Utilities and Roading Committee:

- (b) **Approves** "Option 5" which maintains the intersection in its current state with no change.
- (c) **Notes** that there is no funding currently allocated for works at the roundabout, and that should an alternative option be progressed then consideration of funding would be required.

3. BACKGROUND

- 3.1. The Beach Road / Dunns Avenue / Featherstone Avenue roundabout was installed in 2015 to provide traffic calming and safely control intersection traffic and what was previously a tee-intersection. The roundabout construction was part of a broader programme of post-earthquake street reconstruction throughout the wider Pines Beach area.
- 3.2. The roundabout was designed to encourage low-speed (30 km/h) travel; this was achieved by offsetting the roundabout north of the original intersection, which requires eastbound vehicles from Beach Road to Featherstone Avenue to manoeuvre further north when travelling clockwise around the roundabout.
- 3.3. The central island of the roundabout was intentionally designed to be fully mountable so that larger vehicles could partially or fully drive over the island rather than driving fully clockwise between Beach Road and Featherstone Avenue approaches.
- 3.4. The Pegasus Bay Walkway follows the west bank of Kairaki Creek to reach Beach Road, west of the roundabout. It continues north on Dunns Avenue while an unsealed pathway also connects south along Featherstone Avenue to Kairaki Reserve. However, at present, path users must walk on the roadway to connect between the Pegasus Bay Walkway at Kairaki Creek and the pathways north and south.
- 3.5. Since the completion of the intersection reconstruction, Council has received several service requests regarding the usability of the roundabout, particularly for larger vehicles or those towing trailers.
- 3.6. A report was prepared for the Kaiapoi-Tuahiwi Community Board in November 2019 (TRIM no. 190827119584) to summarise community concerns raised to that point. It also presented options to mitigate these concerns.
- 3.7. The 2019 report included observations of 40% of eastbound traffic, travelling from Beach Road to Featherstone Ave, drove the wrong direction around the roundabout. It is unclear how many vehicles were observed or when.
- 3.8. The Community Board put forward a recommendation to shift the intersection further south at a cost of \$90,000 (approximately \$115,000 in 2025 dollars). The Utilities & Roading Committee considered the recommendation and ultimately voted to maintain the status quo (TRIM no. 191218179534).

4. **ISSUES AND OPTIONS**

- 4.1. The Pines Kairaki Beach Residents Association have more recently raised continued concerns around the roundabout operations, including the following issues:
- 4.1.1. Eastbound traffic entering the roundabout and moving through on the wrong side
 - 4.1.2. Large vehicles having issues navigating the roundabout
 - 4.1.3. Traffic travelling at high speeds on Featherstone Avenue east of the roundabout
 - 4.1.4. Cyclist volumes increasing through the roundabout with an expanded cycling network
- 4.2. Staff have made several observations of driver behaviour at the roundabout between November 2025 and January 2026. Over four days, 111 total vehicles were observed, chiefly light vehicles but also including a limited number of larger or towing vehicles.
- 4.3. Over the four days, 75% of traffic navigated via the circulating roadway, 19% crossed straight over the mountable central island, and 6% drove anti-clockwise (the incorrect way around the roundabout). The observations of eastbound traffic from Beach Road to Featherstone Avenue are summarised below in Table 1.

Date of eastbound traffic observation	Time period	Navigated correctly	Drove over mountable central island	Drove anti-clockwise
Friday 28 th Nov.	12:55-13:45	18	-	-
Friday 12 th Dec.	16:15-17:15	19	14	-
Wednesday 17 th Dec.	13:15-14:15	15	6	-
Saturday 10 th Jan.	12:25-12:55	31	1	7

Table 1: 2025-26 Roundabout driver behaviour

- 4.4. Mean speeds on Featherstone Avenue east of the roundabout were measured at 39 km/hr last year. Physical infrastructure changes at the roundabout may also reduce the speed of traffic departing the roundabout on Featherstone Avenue.
- 4.5. A review of the CAS Database has been undertaken back to 2016, and this the following reported crashes:
- Two crashes on Featherston Ave, single car run off road and unrelated to the roundabout
 - One crash on beach Rd to the west, unrelated to the roundabout
 - No reported crashes at the intersection
- 4.6. The following options have been developed and considered:
- 4.7. **Option One – West approach realignment, retaining southern kerb**

This option would shift the western Beach Road approach to align eastbound traffic better with the circulating roadway. This option retains the southern kerb of the Beach Road approach, which does not impact westbound traffic from Featherstone Avenue through the roundabout. It also results in a larger splitter island on the Beach Road approach. The cost is estimated to be approximately \$41,000.

This option would help ease the turning movement, particularly for larger vehicles, as they enter the roundabout from the west.

This is however not the recommended option, due to the relatively high cost and low safety benefit.



Figure 1: West approach realignment (retaining south kerb)

4.8. Option Two – West approach realignment, shifting southern kerb to extend pathway

This option is similar to Option 1 in that it shifts the western approach, but it shifts both eastbound and westbound traffic with a new kerb line on the south side. This improves the alignment of eastbound traffic as per Option 1 but also slightly increases the deflection for westbound traffic. This option also has a smaller splitter island but provides space for pathway users to have a separate corridor to connect to the Pegasus Bay Walkway at Kairaki Creek. The cost is estimated to be approximately \$55,000.

This is however not the recommended option, due to the relatively high cost and low safety benefit.

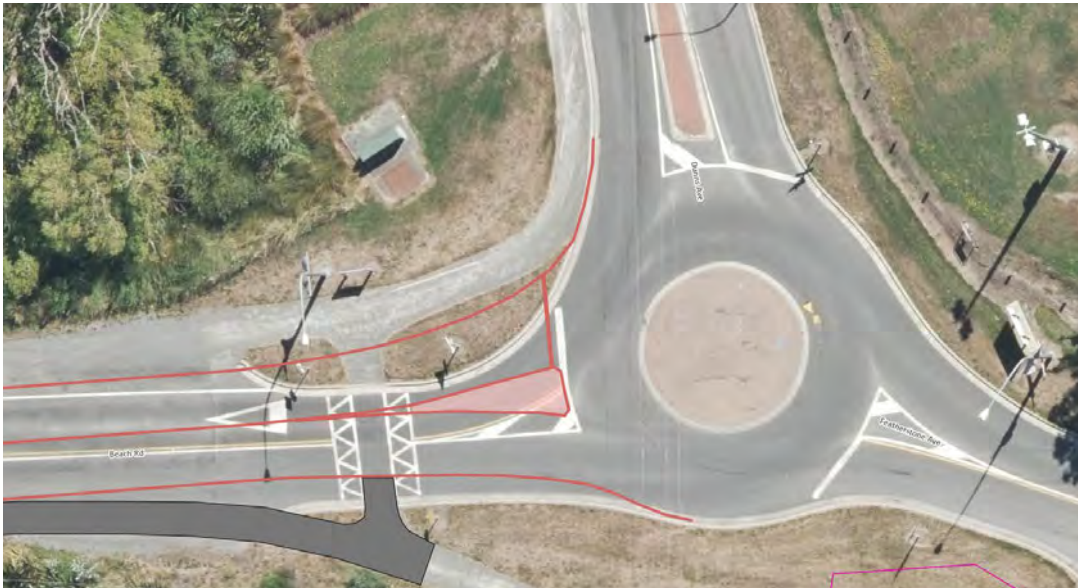


Figure 2: West approach realignment (with new kerb and pathway)

4.9. Option Three – Mountable splitter islands and flexible delineators

This option maintains existing alignments on all approaches but installs mountable splitter islands on the western (Beach Road) and south-eastern (Featherstone Avenue) approaches to reinforce the path of travel. The combination of flexible delineators and mountable splitter islands are intended to encourage light vehicle drivers to stay in the eastbound lane and use the circulating roadway in a clockwise manner while still permitting larger vehicles to mount the central island. The cost is estimated to be approximately \$25,000.

It is however not the recommended option, due to the relatively high cost and low safety benefit.



Figure 3: Mountable splitter islands

4.10. Option Four – Install flexible delineators on the western approach only

This option would see flexible delineators only installed on the approach to the roundabout from the west as per Figure 4 below.

While this option would discourage wrong-way drivers, it is likely to result in those who choose to make this manoeuvre, being on the wrong side of the road for a longer time. As such, this is not the recommended option.



Figure 4: Flexible Delineators on the approach only

4.11. Option Five – Retain the status quo

This option leaves the intersection in its current state with no changes. With this option, it is acknowledged that some drivers may still drive straight over the mountable centre island or circulate anticlockwise. It is noted that the first manoeuvre follows an intentional element of the original design for easier navigating of larger vehicles, while the second manoeuvre is explicitly wrong-way driving.

Site observations suggest that the number of drivers choosing to drive through the roundabout in the wrong way has decreased significantly since the original 2019 report. It is also noted that the presence of speed humps on the western (Beach Road) and south-eastern (Featherstone Avenue) approaches, as well as the fundamental design of the roundabout itself, are intended to keep traffic speeds low at the intersection. As such, the intersection is not considered to be a high crash risk location. Therefore, this is the recommended option.

- 4.12. The Pines & Kairaki Beaches Association made a submission to the 2021 Long Term Plan, requesting that the height of the central island kerb be dropped to 50mm high (the same as the Hilton St roundabout), and increase the height of the raised tables on the approaches. This option has been considered; however it is likely to significantly increase the number of vehicles driving directly over the rotating island and increase speed, which would increase the safety risk. As such, this is not considered a viable option for this intersection. It is also noted that this is a very different operating environment to Kaiapoi Town Centre.
- 4.13. The post-construction road safety audit of the original roundabout installation project recommended consideration of realigning the Featherstone Avenue approach to address usability / safety concerns. This option has not been included at present due to the relatively high cost (e.g., from tree removal, sign and luminaire relocation, and new carriageway) necessary to achieve outcomes similar to those proposed above in Options 1 and 2.

Implications for Community Wellbeing

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

These proposed improvements provide infrastructure in terms of safety improvements which provide safe access for residents within the district.

- 4.14. 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 groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. The Pines Kairaki Beach Residents Association has expressed concerns around the roundabout operations and safety.

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 not financial implications of the decisions sought by this report, with the recommended option. Should any infrastructure mitigation be approved, then the work would either need to be carried out as part of the Minor Safety Programme or have specific budget allocated. If progressed under the Minor Safety programme, then this would need to be prioritised alongside other projects under that programme.

The Minor Safety Programme is considered by the Community Boards and the Utilities & Roading Committee on an Annual basis, with the 2026/27 Programme to next be taken to the Boards in April / May this year.

This budget is not included in the Annual Plan/Long Term Plan.

6.2. **Sustainability and Climate Change Impacts**

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

6.3. **Risk Management**

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

6.4. **Health and Safety**

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

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

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

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

7.3. **Consistency with Community Outcomes**

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

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

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

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. There is a safe environment for all.

7.4. **Authorising Delegations**

As per Section 3 of the Waimakariri District Council's *Delegations Manual*, the Kaiapoi-Tuahiwi Community Board has the delegated authority to approve control signs on streets (e.g., stop, give-way) and advise Standing Committees on local implications of major projects.

As per Part 2, the Utilities and Roading Committee is responsible for roading and transportation activities (including road safety, multimodal transportation, and traffic control).

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: IRU-17-15 / RDG-32-16 / 190827119584

REPORT TO: Kaiapoi-Tuahiwi Community Board

DATE OF MEETING: 18 November 2019

FROM: Kieran Straw – Civil Project Team Leader (PDU)
Joanne McBride – Roading & Transportation Manager

SUBJECT: Pines Beach Roundabout

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


Department Manager


Chief Executive

1. SUMMARY

- 1.1 The purpose of this report is to:
- a. Provide the Kaiapoi Tuahiwi Community Board with an outline of concerns raised regarding the operation of the existing roundabout that was installed at the intersection of Featherstone Ave, Dunns Ave, and Beach Road in 2015.
 - b. Provide a background to the design followed for the existing roundabout.
 - c. Seek feedback from the Community Board as to whether staff should include further works to improve the operation of the roundabout within future years of the forward works programme.
- 1.2 The intersection at Beach Road / Dunns Ave, and Featherstone Ave was reconstructed in 2015 as part of the Infrastructure Recovery project following the Canterbury Earthquakes.
- 1.3 Since the intersection was reconstructed, the Council has received a number of complaints about the intersection as well as a petition from local residents.
- 1.4 A review of the intersection has been carried out to consider options for improvement.

Attachments:

- i. Aerial Photograph showing the existing intersection layout, with tracking curve (TRIM 190828120365)
- ii. Scheme Plan of remedial option to relocate the central island (TRIM 190828120367)
- iii. Petition from local residents. (TRIM 190611082059)

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Committee Board:

- (a) **Receives** report No. 190827119584;

AND

RECOMMENDS THAT the Utilities & Roothing Committee:

- (b) **Adopts** “Option One” which retains the existing intersection layout, with no further action required;

OR

Adopts “Option Two” which involves including remedial work at the roundabout to improve the intersection layout in a future programme of works;

- (c) **Notes** that there is no funding currently available to undertake this project, and that staff would need to include this project in the future minor safety programme which will be brought to the Board in April 2020;
- (d) **Notes** that Option Two has an estimated cost of \$90,000.00
- (e) **Circulates** this report to the Utilities and Roothing Committee for their information.

3. BACKGROUND

- 3.1 Following the earthquakes of 2010 and 2011, the roading network of Pines Beach and Kairaki Beach suffered extensive damage. As part of the Infrastructure Recovery Programme, the intersection was reconstructed along with roading repairs being carried out in the wider Pines Beach area.
- 3.2 The intersection previously operated as a “T” junction, however to help improve safety at the intersection and reduce speeds, the intersection was upgraded to a roundabout.
- 3.3 Since the completion of the intersection reconstruction, Council has received ongoing complaints regarding the usability of the roundabout, particularly for larger vehicles, or those towing trailers.
- 3.4 The roundabout was designed to be fully mountable. This means that the intention was always that larger vehicles would need to partially drive over the mountable island while negotiating the roundabout to travel through to Featherstone Ave, from Beach Road.
- 3.5 The design brief called for the roundabout to support a low-speed 30km/hr speed environment. To achieve this, the designer has chosen to off-set the roundabout to the north. In doing so, the consequence of this is that it is harder for larger or towing vehicles to make the manoeuvre through the intersection. The off-set of the roundabout to the north has also resulted in severe deflection for Kairaki-bound traffic, while there is a very small amount of deflection for Kaiapoi-bound traffic coming from Featherstone Ave. The “deflection” is required to control entry speeds into a roundabout.
- 3.6 Due to the design, there is two separate issues:
- a. The off-set of the roundabout has resulted in some drivers choosing to travel on the incorrect side of the roundabout to enter Featherstone Ave. Some drivers of larger vehicles go further and suggest that they cannot negotiate the roundabout island in its current location however staff have monitored the intersection and have witnessed large vehicles using the roundabout successfully.
 - b. Deflection is used to control vehicle speeds on entry to the intersection. The difference in deflection between entering the roundabout from the east versus the west results in a variation of speed that vehicles enter the intersection. Due to the lower deflection, vehicles entering the intersection from Featherstone Ave are not required to slow

down very much in order to negotiate the roundabout, whereas those entering from Beach Road have to slow significantly.

- 3.7 Observations carried out by staff on site indicate that approximately 40% of drivers travelling from Beach Road into Featherstone Avenue are electing to drive on the incorrect side of the roundabout. This is regardless of whether or not they are driving a larger vehicle, or a towing vehicle.
- 3.8 The design of the roundabout went through three independent safety audits. One at the Scheme Design stage, one at the Detailed Design stage, and one Post Construction.

The issue of the roundabout geometry was raised at the Scheme Design stage, with the following comment:

“The audit team notes that there is very little deflection at the proposed roundabout for traffic from Kairaki towards Kaiapoi. Conversely vehicles approaching the roundabout from Pines Beach or Kaiapoi will be required to slow considerably in order to negotiate the roundabout.”

The audit team focused on the vehicle speeds entering the intersection, suggesting that the speed hump on the Kairaki approach should be shifted closer to the roundabout. There was no mention in the audit of larger vehicles turning curves.

During the Detailed Design safety audit the audit team made the following comment:

“There is minimal deflection at the roundabout for vehicles turning left from Dunns Avenue and Featherstone Avenue approaches. Both of these approaches have extensive visibility which could result in high entry speeds to the intersection, the major cause of roundabout crashes.”

In response, the designer noted that “All entry arms have either close, or relatively close road humps for speed control”.

As part of the Post Construction Safety Audit there was a recommendation included which suggested that consideration be given to realigning the intersection to address the deflection issue, however the decision was made that changes could not be justified on the basis of the cost outweighing the benefit given that the intersection was located in a low-speed environment.

- 3.9 It is noted that the intersection layout as it currently exists is not considered to be dangerous. The Post Construction safety audit rated the risk as “Minor” with accident frequency rated as “Occasional”, and death or serious injury accidents as “Unlikely”.
- 3.10 Responses to complainants at the time included an assurance that Council would monitor the on-going performance of the intersection.
- 3.11 Although there have been no recorded crashes, driver behaviour continues to be poor.
- 3.12 A petition has been submitted to Council calling for the intersection design to change. This petition is included as attachment iii.

4. ISSUES AND OPTIONS

- 4.1. Staff have investigated several options including the following:
- Do nothing

- Remove the central island, and reinstate the intersection as Give-Way controlled intersection, with priority to Beach Road and Featherstone Ave traffic.
- Reconstruct the full intersection, including all approach kerb and channels, and reinstating the roundabout in the correct location.
- Remove the existing central roundabout island, and replace with a smaller central roundabout to reduce the deflection for vehicle entering the intersection from Beach Road.
- Remove the existing central roundabout island, and replace with a new central roundabout of the same size approximately 5m south of the current location. This option would also require pavement widening south of the roundabout, and an extension to the existing traffic splitter island on Dunns Ave, but would not require full intersection reconstruction.

4.2. The above options have been assessed by the Project Delivery Unit, and two options are considered viable. These options are discussed below:

4.2.1 Option One: Do Nothing

Accept the intersection in its current state.

With this option it is acknowledged that some drivers will continue to choose to drive on the incorrect side of the roundabout island. This may be due to the type of vehicle that is being driven (i.e. the vehicle being a large truck or bus).

Observations on site indicate that drivers do use their own lane when there is on-coming traffic. Non-compliance increased when there was no other traffic present. In the case where a driver is unable to negotiate the roundabout, the driver will wait at the give-way limit line until the on-coming lane is clear and then proceed. Therefore the issue is not considered to be a high crash-risk, rather one where the design does not promote good driver behaviour.

Discussions has been held with Police and they have indicated that drivers will not be ticketed when negotiating the roundabout provided that the driver has made a genuine effort to keep left while negotiating the roundabout. Therefore car drivers that currently choose to drive on the incorrect side of the roundabout island will continue to be ticketed.

4.2.2 Option Two: Remove the central roundabout island, and reinstate 5m south

This option retains as much of the intersection kerbing and alignment as possible, but relocates the central roundabout island 5m south of its current location. The intention with this option is to keep costs as low as possible, while ensuring that the final roundabout alignment is fully functional for all road users, and encourages correct driver behaviour.

Relocation of the central roundabout island will reduce the deflection required for drivers entering the intersection from Beach Road, and increase deflection for those entering the intersection from Featherstone Ave. This will help balance the approach speeds so that there is a consistent speed across all approach legs of the intersection, and would allow large and towing vehicles to more easily negotiate the roundabout.

The existing Dunns Avenue splitter island would need to be extended, and an additional splitter island installed on the Featherstone Avenue approach to help balance the intersection. Further road marking will help delineate the roundabout area as the existing kerb lines are retained for this option.

4.3. The Management Team have reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. **Groups and Organisations**

The Kairaki Beach Motorcamp have expressed their concerns regarding the roundabout design back in 2015 following the completion of the roundabout. Many residents and customers of the camping ground tow trailers with boats or caravans. These people currently have issues negating the roundabout, and cause delays when needing to block the road.

5.2. **Wider Community**

Council have six recorded service requests regarding the design of the roundabout, excluding the petition that was supplied to Council staff in June 2019. There is no record of phone calls that have also been received since the roundabouts construction in 2015.

A petition was submitted to the Civil Project Team Leader by residents of Featherstone Ave in June 2019. This petition was conducted by way of a pole on social media. At the time of presenting the petition to Council, the pole had 237 votes, or which 92% were in agreement that the roundabout either needed to be removed, or fixed. It is not clear to what extent this pole was circulated on social media and who has responded.

This petition is included as attachment iii. of this report.

6. **IMPLICATIONS AND RISKS**

6.1. **Financial Implications**

6.2. There is no current funding available to carry out further works at this intersection. Should the Community Board choose Option Two then the work would be carried out under the Minor Safety Programme and would need to be put into a future works program.

6.3. The Scheme Design Estimate for Option Two is \$90,000.

6.4. **Community Implications**

6.5. Local residents that use the intersection have lobbied to have the design of the roundabout changed since its completion.

6.6. **Risk Management**

6.7. Council responses to concerns raised to date have been a commitment to monitor the on-going performance of the intersection and make changes if necessary.

6.8. There is a small risk that changes made at the intersection may not address the driver behaviour issues and as such drivers may still “choose” to knowingly drive down the wrong side of the road. This risk is considered to be low.

6.9. **Health and Safety**

6.10. All construction contracts involve careful management of Health & Safety risks.

6.11. As part of any physical works contracts, the successful contractor will be required to submit a Health & Safety Plan for approval prior to contract commencement.

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**

The Land Transport act is relevant in this matter.

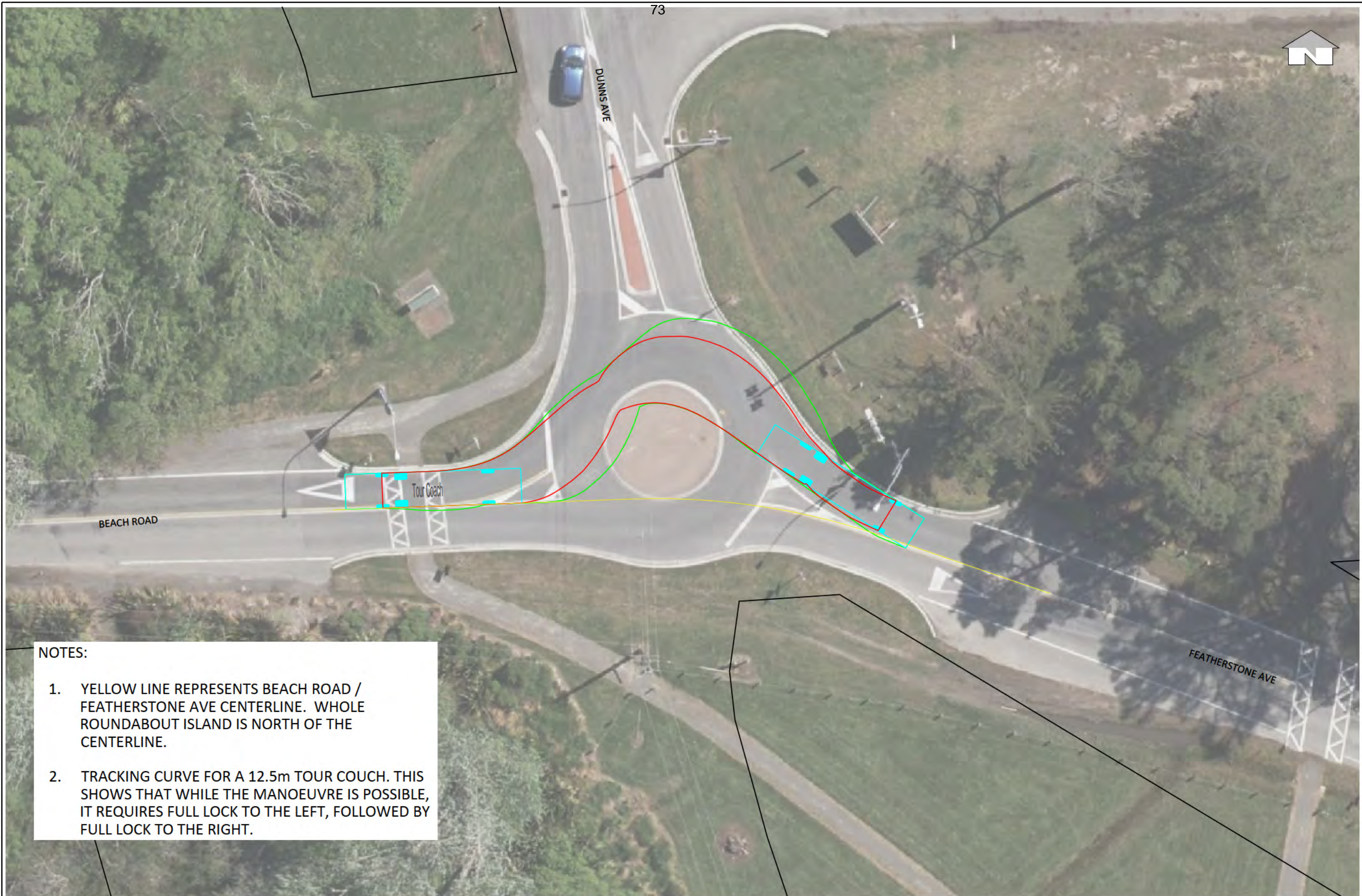
7.3. **Community Outcomes**

c. There is a safe environment for all

- Harm to people from natural and man-made hazards is minimised.
- Crime, injury and harm from road crashes, gambling, and alcohol abuse are minimised.

7.4. **Delegations**

The Community Board is responsible for acting as an advocate for the interests of its community and has delegated authority to approve traffic control and constraint measures on streets, and provide a recommendation to Council on this matter.



NOTES:

1. YELLOW LINE REPRESENTS BEACH ROAD / FEATHERSTONE AVE CENTERLINE. WHOLE ROUNDABOUT ISLAND IS NORTH OF THE CENTERLINE.
2. TRACKING CURVE FOR A 12.5m TOUR COUCH. THIS SHOWS THAT WHILE THE MANOEUVRE IS POSSIBLE, IT REQUIRES FULL LOCK TO THE LEFT, FOLLOWED BY FULL LOCK TO THE RIGHT.

	ISSUE	AMENDMENT	APPD.	DATE				ORIGIN OF LEVELS	SCALES 1:250 @A3	PROJECT TITLE PINES BEACH ROUNDABOUT	SHEET TITLE REPORT ATTACHMENT i	PROJECT No.	PD000353	
	A				SURVEYED	-	-	LYTTELTON 1937 MSL	PLAN			-	FILE No.	RDG-32-16
					DESIGNED	-	-		DETAILS			-	SHEET No.	01
					DRAWN	-	-	ORIGIN OF COORDINATES	LONG SECT hor.			-	PLAN No.	4037
					CHECKED	-	-	NZTM	LONG SECT vert.			-	ISSUE	<input checked="" type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F
					RECOMMENDED	-	-		REFERENCE FB: -			LB: -		



ISSUE	AMENDMENT	APPD.	DATE	NAME	DATE
A				SURVEYED	
				DESIGNED	NR 29/08/19
				DRAWN	NR 29/08/19
				CHECKED	KS 29/08/19
				RECOMMENDED	

ORIGIN OF LEVELS	ORIGIN OF COORDINATES
LYTTELTON 1937 MSL	NZTM

SCALES 1:250 @A3	
PLAN	1:250
DETAILS	1:250
LONG SECT hor.	-
LONG SECT vert.	-
REFERENCE FB:	LB: -

PROJECT TITLE
PINES BEACH ROUNDABOUT

SHEET TITLE
ROUNDABOUT RELOCATION AND ISLAND EXTENSION

PROJECT No.	PD000353
FILE No.	RDG-32-16
SHEET No.	02
PLAN No.	4037
ISSUE	(A) B C D E F

So, after 4 years or so the Police have started fining people for driving through to Kairaki Beach on the wrong side of this roundabout. It was criticized whilst still in the very early stages as being offset. That is, the centre is to one side so that people driving to Kairaki Beach have a lot further to go around the Roundabout than for those returning to Kaiapoi. Majority of Kairaki Beach traffic and all cars with trailers and all buses and trucks took the route marked blue in the photo because they couldn't safely get right around the Roundabout. And it's very high and poorly designed for driving over.

There is a motor camp at Kairaki Beach which sees a lot of larger traffic, and the Yacht Club and river also see lots of boat trailers.

I have an older bus which is totally impossible for me to get around the Roundabout the right way. So I will have to break the law to enter Kairaki Beach. My father also has a bus, and his is too low slung to mount the centre of the Roundabout and drive over. Trucks wanting to leave Pines Beach often have to drive to Kairaki Beach to turn around first. The school bus mounts the centre of the roundabout on one side... risking tossing the children about.

Do you think the current design is good or not? What do you think should be done for a safer entrance to Kairaki Beach? Please share your thoughts... I want to take this to the Waimakariri District Council because they refuse to take the locals seriously

<https://youtu.be/7EYTwigaS4Y>

8% The Roundabout is great

92% Remove or fix Roundabout ☑

Undo Vote

237 Votes

 You and 3 others

9 comments 12 shares

 Like

 Comment

 Share



...

Can you all vote on this and share it on please, as it's important for everyone. Because until that roundabout is either fixed or removed, we, like a lot of other friends, neighbour's, locals and countrymen, we cannot get our big vehicles back into Kairaki Beach legally.

Even the local school bus, (which is quite high up off the road,) can't get around it without leaving some rubber off it's tires behind on the centre of the roundabout.

So our big bus (which is in that video trying to get around it,) is stuck at home until the local Council step forward and fix their mistake.

And we desperately want to go on holiday, but are afraid to take it out in case we are unable to get it home again legally.

Especially since there is now a Police picket watching the roundabout just about every day now!



Like · Reply · 2d



Like · Reply · 2d

Looks pretty [redacted] really. Needs a decent dozer to shift the stupid blimmin thing

Like · Reply · 2d



The round about was a [redacted] from the design stage same as some of the roads in Kaiapoi with there very dangerous narrow sections

Cause you to turn in front of on coming traffic
And now the revenue collecting has started
And we'll Wat about the non Olympic size swimming pool
Well done the wdc ccc
The rebuild
Lol

Pool

Like · Reply · 2d



Agreed I do not go there anymore when I visit chch

██████████ Looks pretty ██████████⁷⁸ really. Needs a decent dozer to shift the stupid blimmin thing

Like Reply 2d



██████████ The round about was a ██████████ from the design stage same as some of the roads in Kaiapoi with there very dangerous narrow sections

Cause you to turn in front of on coming traffic
And now the revenue collecting has started
And we'll Wat about the non Olympic size swimming pool
Well done the wdc ccc
The rebuild
Lol

Pool

Like Reply 2d



██████████ Agreed. I do not go there anymore when I visit chch, it is too dangerous in my opinion and my 8m Camper van wouldnt fit either.

Like Reply 2d



██████████ So many people just ignore it and drive wherever they want to even on the wrong side go figure

Like Reply 2d



██████████ I find a lot of junctions in new Zealand are "improved" only to make them worse. Spend thousands doing new junction to make it safer but then put a hump in the road, so visibility it worse than it was before the "improvement". Several junctions near me been done like that.

Like Reply 2d



██████████ Where's the health and safety officer patrolling this ??

Like Reply 2d



██████████ What a waste of money for nothing but a big ██████████ up.

Like Reply 1d



20 – The Roundabout is great 217 – Remove or fix Roundabout



The Pines Kairaki Beaches Association

8th August 2025

To whom it may concern

At our recent monthly committee some major concerns were raised about the roundabout on the intersection of Beach Road/Dunns Ave and Featherstone Ave.

There have been numerous instances of traffic travelling at speed to Kairaki entering the roundabout on the wrong side, largely due to the bad positioning of the roundabout. There have been a lot of complaints about towing or large vehicles not being able to get around the roundabout without driving onto it or hitting the curbs as they go around it. Also cars going to Kairaki just speed down the right hand side as they find this an easier option.

As a committee we would like to propose some ideas on ways to mitigate any future incidents that may occur.

We would like to propose two options:

1. Lower the roundabout height to make it easier to navigate for large vehicles, towing vehicles and general everyday use.
2. Increase the height of the existing speed hump near the Featherstone Ave side to slow the traffic, and look at installing another speed hump on the bend further east on Featherstone Ave

We understand that there is a possibility of the cycle track coming from Kaiapoi via the stopbank crossing the proposed new floodgate system. This track will then bring multiple cyclists out at the current exit by the roundabout which will add to our concerns. We would like to see the roundabout modified in some way to ensure everyone's safety.

We would appreciate your response on this matter, and would like to meet on site with the appropriate people involved in making these decisions to discuss ideas and options.

Yours Sincerely

Wendy Milnes - Chairperson PKBA



Photo One – Location of Proposed Raised Safety Platform

Attachments:

- i. Proposed Location of Raised Safety Platform
- ii. Raised Safety Platform Typical Cross Section and Ramp Detail

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

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

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Utilities and Roading Committee:

- (b) **Approves** the installation of a raised safety platform on Island Road, to provide a connection between the Sterling and the reserve walkway.
- (c) **Notes** that the cost of installation of the raise safety platform will be funded by the Developer.

3. BACKGROUND

- 3.1. The Sterling Retirement Village is situated on the south-western corner of the Island Road / Silverstream Boulevard intersection.
- 3.2. The retirement village was first consented in January 2021 and is currently approved to include the following:

- 99 Independent Living Units.
 - 266 Independent Living Apartments contained within seven buildings.
 - 48 Residential Aged Care Rooms.
 - Ancillary amenities, outdoor amenities and landscaping
 - Associated parking and loading areas.
- 3.3. Transportation needs which are required to support a development of this nature are considered through the Resource Consent and Engineering Approval stages of the development planning. A key consideration is provision of access to key services in the area, which includes the commercial area within Silverstream.
- 3.4. The wider Silverstream has been developed to support walking and cycling and it has a comprehensive network of footpaths and shared paths. These provide strong linkages to the retail area and Silver Stream, which provides high recreational amenity.
- 3.5. Island Road is a local road which had an ADT of 877 vehicles per day (traffic count 2023).
- 3.6. The Metro 95 Bus service which travels through Silverstream does not travel along this section of Island Road.

4. ISSUES AND OPTIONS

- 4.1. To support pedestrian access between the village and the commercial area, this report proposes the installation of a raised safety platform on Island Road. This will connect pedestrians through the village and the reserve to the commercial area.
- 4.2. Installing a raised safety platform in this location would support the anticipated high pedestrian demand from the retirement village and encourage slower speeds in an area where a high proportion of elderly pedestrians are anticipated.
- 4.3. The raised safety platforms on Silverstream Boulevard have previously been the subject of complaint, particularly in relation to noise and vibration, resulting in their removal. The key differences for this proposed installation are as follows:
- The proposed design is gentler with wider approach and departure ramps at a grade of 1 in 20.
 - The proposed design has been improved and does not include a concrete strip at the base of the ramp, as was in place on Silverstream Boulevard. This concrete strip generated tyre noise when vehicles drove across it. Attachment ii shows the details for the raised safety platform.
 - The proposed raised safety platform location is adjacent to a reserve and not directly outside a dwelling.
 - Traffic volumes are significantly lower on Island Road, as it is a local road and not a collector road.
 - Beyond the construction of the development, there is very little heavy vehicle demand on this section of road, and heavy vehicles would be discouraged.
 - Island Road is not part of the Metro bus route.
- 4.4. The following options are available to the Community Board:
- 4.5. Option One: Approve the Request to Install a Raised Safety Platform on Island Road.
This option involves approval of request to install a raised safety platform on Island Road at the main pedestrian access to the Sterling Retirement Village and connecting to the reserve on the opposite side of the road.
- This is the recommended option as it provides a safer crossing point for pedestrians (particularly elderly), allowing for ease of access to the commercial area within Silverstream.

4.6. Option Two: Decline the Request to Install a Raised Safety Platform on Island Road and retain the status quo.

This option would decline the request to install a raised safety platform on Island Road at the main pedestrian access to the Sterling Retirement Village.

This is not the recommended option because it increases the risk for pedestrians using the area, with a large portion of these likely to be elderly.

Implications for Community Wellbeing

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

By providing quality pedestrian facilities and improving connectivity, community wellbeing is improved by providing the option of walking within our towns.

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

5. COMMUNITY VIEWS

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

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

As part of the consent requirements for the wider village planning, the Developer has undertaken design work to support pedestrian connectivity for the village. This includes the raised safety platform on Island Road.

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.

This is considered to be a minor operational issue and as such public consultation is not considered necessary.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. **Financial Implications**

There are not financial implications for the decisions sought by this report.

The cost of installation of the raised safety platform will be funded by the developer. Staff will work with the developer to determine whether the work is undertaken by the Developer's contractor, or tendered through Council. This will be dependent on the timing of the works.

6.2. **Sustainability and Climate Change Impacts**

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

Providing safe and effective pedestrian facilities can encourage use of alternate modes (including mobility scooters) for short trips, reducing carbon emissions.

The wider Silverstream area has a comprehensive network of footpaths and shared paths, linking to the retail area and river which provides high recreational amenity. This connection will build upon that network.

6.3. Risk Management

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

There is a risk of negative feedback on the installation of raised safety platforms, as community views can be either strongly for or against.

The key risks around raised safety platforms are the issues of noise and vibration. Given Island Road is a local road with no bus route, and there is unlikely to be any through heavy vehicle movement beyond construction, it is considered that this risk is low. Also, the proposed location of the raised safety platform is alongside a reserve, and as such is not immediately adjacent to a dwelling, reducing the risk of vibration complaints.

6.4. Health and Safety

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

Construction will be undertaken either by the Developers Contractor or Council. If by Council, then the contractor will need to meet minimum SiteWise (or equivalent) requirements and to have in place a Health & Safety Plan.

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Not applicable

7.3. Consistency with Community Outcomes

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

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

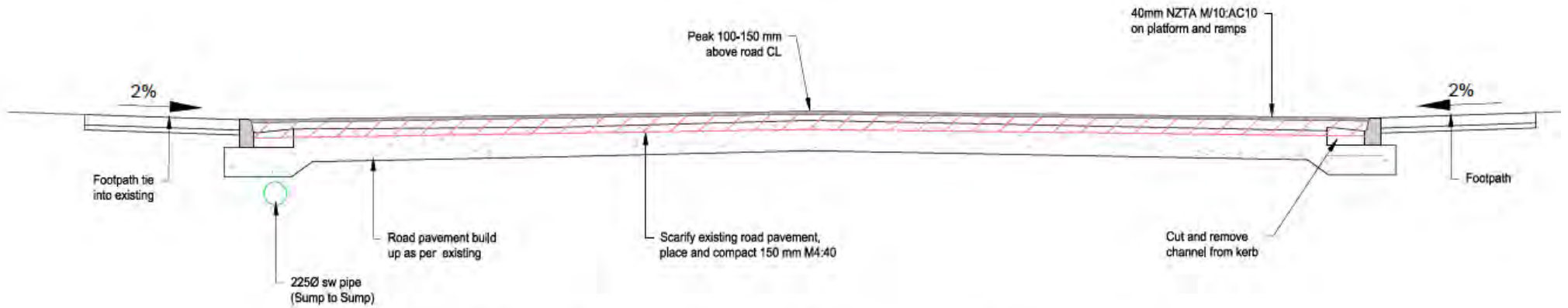
As per Part 3 of the WDC Delegations Manual, the Community Board has the delegated authority for approving traffic control and constraint measures on streets.

As per Part 2 of the WDC Delegations Manual, the Utilities & roading Committee is responsible for Roothing and Transportation (including road safety, multimodal transportation and traffic control).

Attachment i – Proposed Location of Raised Safety Platform

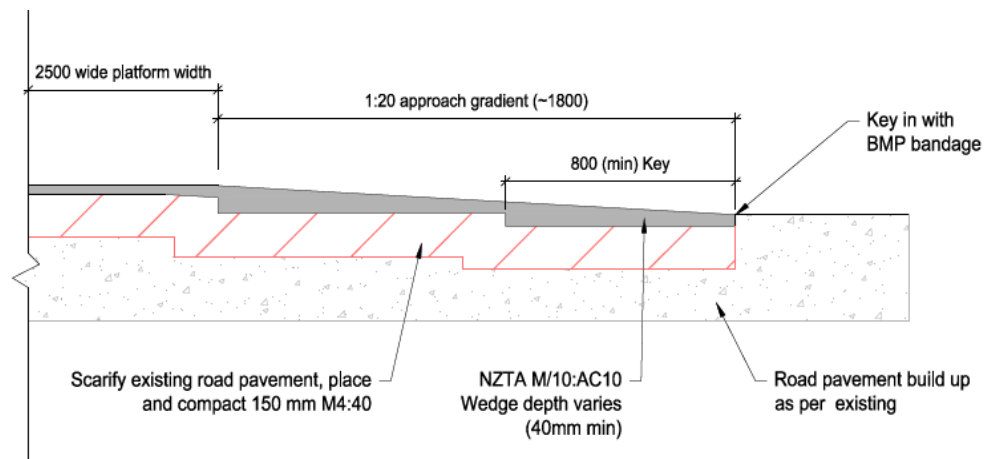


Attachment ii - Raised Safety Platform Typical Cross Section and Ramp Detail



Typical Cross-Section Raised Pedestrian Crossing

Island Road



Typical Cross-Section - Raised Pedestrian Crossing Ramp

Island Road

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: RDG-03-09 / 260407090446

REPORT TO: KAIAPOI-TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 20 April 2026

AUTHOR(S): Nithin Puthupparambil, Transportation Engineer
Shane Binder, Senior Transportation Engineer

SUBJECT: Request to Consult on Proposed Parking Restrictions at 42 Silverstream Boulevard

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




General Manager
 Chief Executive

1. SUMMARY

- 1.1. This report seeks approval for consultation to be undertaken on a proposed parking time restriction at no. 42 Silverstream Boulevard.
- 1.2. A service request was received which raised concerns about all-day parking affecting high parking turnover businesses.
- 1.3. There are multiple businesses operating from the commercial area at no. 42 Silverstream Boulevard, and these include a dairy shop and takeaways, which generate a higher level of turnover of parking.
- 1.4. Staff conducted a site visit and observed the on-street parking conditions. It was noted that there was some longer stay parking occurring which would impact turnover for nearby shops that rely on high parking turnover, particularly during peak hours.
- 1.5. It is proposed that consultation be undertaken on the option of converting two of the existing parking spaces in front of the dairy into 15-minute time-restricted spaces.

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

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

AND

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the District Planning and Regulation Committee:

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

3. **BACKGROUND**

- 3.1. There are thirty-seven (37) on-street parking spaces available near no. 42 Silverstream Boulevard, without any time restrictions.
- 3.2. The commercial property at no. 42 Silverstream Boulevard has multiple businesses in it, including a dairy shop and takeaways.
- 3.3. The Waimakariri District Parking Strategy Policy 6 on parking restrictions recommends short-duration parking for businesses with demand for a fast-parking turnover such as dairies, dry cleaning, schools, banks, post offices, cinemas, hotels, etc. Typically, one carpark is recommended for this restriction to consolidate the needs of multiple businesses in the surrounding area.



Figure 1 – Proposed P15 Carparks.

4. **ISSUES AND OPTIONS**

- 4.1. Staff have received a service request regarding insufficient parking turnover outside the businesses at no. 42 Silverstream Boulevard, particularly during peak periods.
- 4.2. Initial observations indicate that all-day parking is limiting the availability of parking spaces, impacting turnover for surrounding shops reliant on high-frequency customers.
- 4.3. Assessment confirmed that the business with demand for a fast-parking turnover at this location could benefit from shorter-duration parking to accommodate customer turnover.
- 4.4. To better match demand and improve availability in accordance with the District Parking Strategy, it is recommended that consultation be undertaken on converting two of the parking spaces in front of the dairy to 15-minute time-restricted spaces.
- 4.5. Staff recommend consulting on two P15 car parks due to the short-turnover businesses at this location balanced against general parking demand in this area.
- 4.6. The Kaiapoi-Tuahiwi Community Board has the following options available to them:

4.7. Option One: Approve consultation being undertaken on the proposed 15-minute parking restriction.

This option involves recommending the approval of consultation with the adjacent businesses on converting two of the parking spaces in front of the dairy at 42 Silverstream Boulevard into a 15-minute time-restricted spaces.

This option aims to gather feedback from affected businesses on their interest in two shorter-duration parking spaces. This is the recommended option as it allows the businesses in the area to provide feedback on the operation of the parking area directly outside their businesses.

4.8. Option Two: Decline the request to consult and retain the status quo.

This option would decline the request to consult and retain the existing unrestricted parking at all spaces outside no. 42 Silverstream Boulevard.

This is not the recommended option because it does not allow affected businesses to provide feedback on the issue of parking.

It is noted that a further report would be brought back to the Community Board with the outcome of the consultation process and to allow further decision making on this matter.

Implications for Community Wellbeing

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

Consulting on parking time limits can help improve access to local businesses and make better use of available spaces.

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

5. COMMUNITY VIEWS

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

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

Consultation with directly affected business owners is proposed as part 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.

This is considered to be a minor operational issue and as such wider public consultation is not required.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report; the consultation will be carried out as part of normal staff duties. The estimated cost for installing two new P15 sign would be around \$400.

The cost of sign replacement will be accommodated within existing signage renewals budgets (Signs renewal PJ 100183.000.5134), which has budget 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 risks arising from the adoption/implementation of the recommendations in this report.

There is a risk the businesses in the area may not support changes to parking restrictions in the area. Undertaking consultation will ensure that businesses feedback is gathered and considered in the decision-making process.

6.4. **Health and Safety**

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

Any physical works required to change signage will be undertaken through the Road Maintenance Contract. The Road Maintenance contractor has a Health and Safety Plan and a SiteWise score of 100.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

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

7.3. **Consistency with Community Outcomes**

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

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

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

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. There is a safe environment for all.

7.4. **Authorising Delegations**

Per Part 3 of the WDC Delegations Manual, the Community Board has the delegated authority to recommend to the District Planning and Regulation Committee matters relating to Council Parking Bylaw.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-08-06/TRIM 260324082570

REPORT TO: KAIAPOI – TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 20th April 2026

AUTHOR(S): Tori Stableford, Landscape Architect

SUBJECT: Kaiapoi Town Entrance Signs

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 the approval of one of four options to progress the Kaiapoi Town Entrance project.
- 1.2. The Kaiapoi Town Entrance Project was identified as a priority by the Kaiapoi–Tuahiwi Community Board in 2021 and is funded from the General Landscaping Budget, with a total allocation of \$75,810. The project initially focused on a new entrance sign at Main North Road, supported by landscaping and avenue tree planting. While early stages progressed, including contract award, design development, and artwork approval, concerns emerged from both the Board and the community regarding overall cost, design aesthetics, long-term affordability, and value for money.
- 1.3. To date, \$22,635 has been spent on design development, engineering, artwork, and preliminary contract works. In response to concerns raised, staff facilitated a workshop and subsequently developed revised options to enable the project to progress in a more cost-effective and sustainable manner. Four revised entrance sign concepts have been prepared, representing significantly lower construction costs while retaining approved artwork and meeting road safety requirements.
- 1.4. This report presents four options:
 - i. continue with the original design,
 - ii. discontinue the project,
 - iii. reduce the scope and adopt a revised design,
 - iv. change the entrance location.
- 1.5. After assessing costs, risks, and benefits, staff recommend adopting the reduced-scope revised design and installing the entrance sign at both Smith Street and Main North Road, alongside minor enhancements to the existing Main North Road feature. This combined approach would deliver two completed town entrances for an estimated \$58,135—less than the cost of completing the original design at one location only—while remaining well within the approved budget.
- 1.6. This recommended approach addresses cost concerns, improves value for money, supports a more consistent and replicable entrance design for future locations, and enables visible progress to be delivered for the community. Remaining budget would provide contingency and flexibility for reallocation once works are complete.

Attachments

- i) *Proposed Entrance Sign Locations (TRIM 260407090573)*
- ii) *Proposed modifications to Main North Rd Entrance Sign (TRIM 260407090641)*

2. **RECOMMENDATION**

THAT the Kaiapoi – Tuahiwi Community Board:

- (a) **Receives** Report No. 260324082570.
- (b) **Approves** proceeding with the Kaiapoi Town Entrance Project with a lower cost revised sign concept. The estimated cost to implement the revised design at both entrances, along with the enhancements proposed for the existing Main North Road entrance feature is \$58,135.
- (c) **Approves** Town Entrance Sign Concept A.
OR
- (d) **Approves** Town Entrance Sign Concept B.
OR
- (e) **Approves** Town Entrance Sign Concept C.
- (f) **Approves** the installation of the revised Kaiapoi Town Entrance Sign in the shown location on Smith Street (*Attachment i. Proposed Entrance Sign Locations Trim: 260407090573*).
- (g) **Approves** the installation of the revised Kaiapoi Town Entrance Sign in the shown location on Main North Road (*Attachment i Proposed Entrance Sign Locations Trim: 260407090573*)
- (h) **Approves** the minor changes made to the existing entrance sign to become an entrance feature (*Attachment ii. Proposed minor changes to Main North Rd Entrance Sign Trim: 260407090641*).
- (i) **Notes** that staff will bring a report for the Williams Street and Ohoka Road entrances when there is more certainty around planned road layouts associated with the Woodend Bypass.

3. **BACKGROUND**

- 3.1. In 2021 the Kaiapoi–Tuahiwi Community Board identified the enhancement of Kaiapoi’s town entrances as a priority, beginning with improvements to the Main North Road (South) entrance. This project was funded from the Board’s General Landscaping Budget for town entrance improvements (PJ 101050.000.5224), with a total allocation of \$75,810. The project costs include a new entrance sign with associated landscaping, and the planting of avenue trees along the grass reserve on Main North Road. Ten Avenue trees were planted last year under this budget at a cost of \$3,000.
- 3.2. The Entrance Sign contract and associated landscaping was tendered and awarded to Atlas Group Ltd to the value of \$49,766.82 for construction. Atlas Group Ltd commenced work last year, including transporting and cutting reclaimed wharf timbers for fabrication at their contracted sign maker’s workshop. A payment of \$13,400 has been made to Atlas Group, for their work to pick up, deliver and cut the wharf timber to the 2.4m lengths required.

- 3.3. The next stage of the project was to design and procure a cut-out artwork pattern for the Corten steel panel element. Initial efforts to source a kōwhaiwhai pattern from the Rūnanga were unsuccessful. The Rūnanga advised that they did not wish to provide artwork for the project; however, there was a cost of \$1,900 to the Runanga's design consultancy for the time spent reviewing the request and considering preliminary designs.
- 3.4. Staff therefore sought concept design from a local artist, to align with the art being used on the Williams St Bridge. Following presentation of that concept, the Board directed that a contestable process be undertaken to ensure broader community representation and artistic input. The project was paused to undertake this process, and Atlas Group requested an additional \$900 to cover administration costs arising from the delay.
- 3.5. As part of this process, the Board approved a design brief for a contestable process which was then issued to the community. The design brief outlined a three-stage process:
- Stage 1: Concept submissions from local artists.
 - Stage 2: Shortlisting by the Waimakariri Public Arts Trust (WPAT).
 - Stage 3: Final approval by the Kaiapoi–Tuahiwi Community Board.
- 3.6. As a result, six artists submitted concepts during Stage 1, with two artists submitting two concepts each. The WPAT shortlisted two concepts by artist Freddy Simanjuntak and indicated support for utilising artwork from a second artist in future projects. WPAT endorsed one of Freddy's concepts for the Main North Road entrance sign, recommending two amendments before use:
- The boat image would be removed,
 - 'Haere Mai' would be added before the words 'Welcome to'
- 3.7. Staff presented a report to the Kaiapoi–Tuahiwi Community Board seeking approval of the WPAT endorsed artwork and the Board chose to leave the report on the table due to community concerns about overall entrance sign costs.
- 3.8. In February 2026, Greenspace staff facilitated a workshop with the Board and presented three possible pathways for the Main North Road Entrance Sign project;
- Option 1: Continue with the current project scope and existing contract,
 - Option 2: Reduce the project scope,
 - Option 3: Do not proceed, return the remaining budget to the General Landscaping Budget for reallocation to other priorities.

- 3.9. The visual, below, illustrates what a revised entrance sign design could look like if the Board chose to reduce the scope of the project and revise the entrance sign design



- 3.10. At the February 2026 workshop, the Board requested a report to support progressing the project, including revised, lower-cost entrance sign options. Some members questioned whether an entrance sign was required at Main North Road, suggesting Smith Street as an alternative, and raised concerns about the current design's appearance.
- 3.11. At the same workshop, the previously tabled artwork report was reopened, and the Board approved the WPAT-endorsed artwork by Freddy Simanjuntak, subject to the recommended amendments. The amended artwork has since been completed and provided to Council. The approved artwork is shown below as applied to the current entrance sign design.



4. **KEY ISSUES**

Several issues have arisen during the process of this project. These issues are discussed below.

Concerns Regarding Project Cost

- 4.1. Board members have expressed concern that the overall cost of the Main North Road Entrance Sign project is too high. These concerns have been echoed by some members of the community. The Board has previously allocated \$75,810 from the General Landscaping budget to this project, with the entrance sign component costing \$49,766.82, in line with the previously budgeted cost. The main cost component is due to the complexity of incorporating heavy hardwood wharf timbers as a core design feature, which necessitated additional design costs, specialist handling and fabrication, and traffic management measures.

Lack of Board Consensus

- 4.2. There were a range of views across the Board on the Main North Road entrance project. Members had differing perspectives on the current design, materials, and overall value for money.
- some members indicated support for the original design intent,
 - some expressed that only minor improvements are necessary to the existing sign and a complete overhaul may not represent the best use of budgeted funds.
 - others indicated concerns regarding process, that they do not like the chosen materials, the proposed removal of the existing wall/sign or the overall design of the new design.

Consideration of Alternative Locations

- 4.3. While the Board had previously opted to begin with the Main North Road entrance, Board members have questioned whether investment might be better directed to creating a new entrance sign at an alternative entrance with less complication or associated costs (existing sign removal etc), such as Smith Street. While this is an option, consideration still needs to be given to the Main North Road sign, which would naturally be the next location and would still have the same costs unless the design itself was to change.

Long-Term Cost Implications

- 4.4. Given the significant cost of the current entrance sign design, there is concern about the long-term financial implications should the same design approach be applied to the remaining three town entrances. The Board will need to consider whether this level of investment is sustainable or whether a lower cost sign design would be better.

Expended Costs

- 4.5. This sign project has been ongoing for a number of years, with associated costs already incurred for engineering and design fees. Considerable staff time has been utilised to progress the project to this point. There is concern that with a change of direction and potential re design or cancelling of the entrance sign, this expenditure will have not been fruitful. Such risk is discussed and outlined in this report, balanced against the need to ensure that the final outcome is appropriate, defensible and financially sustainable.

The total amount spent on the Main North Road Entrance project, to date, from the allocated \$75,810 budget is \$22,635. Table 1.0 below details a breakdown of that expenditure

Table 1.0 Main North Road Entrance Project Costs spent to date

Main North Road Entrance Budget	\$75,810
Avenue trees supply & planting	\$3,000
Structural Engineer design of entrance sign frame	\$3,435
Runanga consultation on Entrance sign	\$1,900
Project costs already paid to Atlas Group Ltd – WDC own timber	\$13,400
Costs charged by Atlas Group Ltd for time delays	\$900
TOTAL	\$22,635

5. OPTIONS

- 5.1. Clear direction from the Board is essential to prevent further delays and to allow staff to proceed to implement this project.

Four potential options are detailed, below for the Board's consideration:

- Option 1: Continuing with the current project scope and original design
- Option 2: Discontinue the project
- Option 3: Reducing the scope and adopting a revised design
- Option 4: Locate the currently proposed design at a different town-entrance

For each, option, staff have detailed, below, the associated risks, opportunities, and costs.

5.2. **OPTION 1 - Continue with the current project scope**

- 5.2.1. Under this option, the Board would proceed with the Main North Road Entrance Sign project as originally approved. This would see the completion of the existing contract with Atlas Group Ltd at a cost of \$49,766.82, along with the \$3,000 for avenue tree planting already completed and \$9,235 of design costs.
- 5.2.2. The total forecast project cost of \$62,001.82 is within the existing budget of \$75,810 and would leave \$13,808.18 available for return to the Board's 2025/26 General Landscaping Budget for reallocation at completion of the project.
- 5.2.3. A detailed breakdown of project costs is provided in Table 3.0 below.

Table 3.0. Forecasted costs to continue with Option 1: The current project scope.

Forecasted costs to continue with the current project scope	
Atlas Group Entrance Sign Contract	\$49,766.82
Entrance Sign Design costs (non-recoverable)	\$9,235
Avenue Trees	\$3,000
Forecasted TOTAL	\$62,001.82
Budget remaining for future allocation	\$13,808.18

- 5.2.4. The major risk of continuing the project is ongoing community concern about its overall cost. This may intensify if the Board proceeds without modifications.
- 5.2.5. Workshop feedback showed that not all Board members support the existing sign design, either for its cost or for aesthetic reasons. As the project has extended over multiple Board terms, continuing without change may not reflect the views of the current Board.
- 5.2.6. Adopting this design raises longer-term concerns, as it sets a relatively high-cost precedent for the remaining town entrances, which may not be financially sustainable.
- 5.2.7. With investment focused on a single entrance initially, other entrances would be developed in later years as funding becomes available, potentially resulting in a longer period where town entrances are not consistently designed or visually cohesive.
- 5.2.8. This option would see the completion of the current entrance without further delay and allow the Board to shift its attention to other priorities. However, due to community concerns regarding cost, lack of unified Board support, and the long-term financial implications of maintaining this design.
- 5.2.9. Option 1 is not a recommended option

5.3. **OPTION 2 - Discontinue the Project**

- 5.3.1. While Option 3 eliminates future project expenditure, it carries substantial risks in terms of expended costs, reputational impacts, and missed opportunities for community benefit. Furthermore, it does not achieve the broader objective of improving Kaiapoi's arrival experience.
- 5.3.2. Under this option, the Board would end the contract for the Main North Road entrance sign with Atlas Group Ltd, accept the loss of all costs incurred to date, and return the remaining project budget to the General Landscaping Budget for reallocation to other priorities.
- 5.3.3. The most significant risk associated with this option is that all investment made to date would be lost, including design, artwork, and material preparation costs (totalling \$22,635).
- 5.3.4. If the project does not proceed, the existing entrance sign at Main North Road will continue to deteriorate. This means the opportunity to improve the township's key northern gateway is deferred indefinitely, and concerns raised by both the Board and the community regarding the quality and visibility of the entrance remain unresolved.
- 5.3.5. Ending the contract at this stage may negatively affect Council's relationship with Atlas Group Ltd. The contractor has already completed part of the contracted works, including the preparation and cutting of the reclaimed wharf timbers. Cancellation could undermine goodwill, potentially discouraging Atlas from tendering for similar Council projects in future or affecting confidence in Council's procurement processes.
- 5.3.6. Option 2 is not a recommend this option.

5.4. **OPTION 3 – Reduction of scope and adoption of a revised design**

Under this option, the Board would revise the entrance sign design with the main purpose of reducing the cost. This approach responds directly to Board and community concerns regarding the high cost of the current proposal while still enabling progress toward a refreshed town entrance. To explore cost-saving opportunities, staff assessed the components of the \$49,803 contract with Atlas Group Ltd to identify areas where cost reductions could be achieved. The contract costs are grouped into cost categories, shown in the table below.

Table 4.0 Entrance Sign Contract with Atlas Group Ltd cost breakdown

Entrance Sign Contract with Atlas Group Ltd cost breakdown	
Costs of sign construction and installation	\$32,903
Existing sign removal & prep for new sign	\$3,900
Health & Safety & Traffic Management	\$6,400
Landscaping	\$6,600
TOTAL	\$49,803

Staff have considered these costs and identified opportunities for cost reductions in the following areas:

5.4.1. **Revised Design**

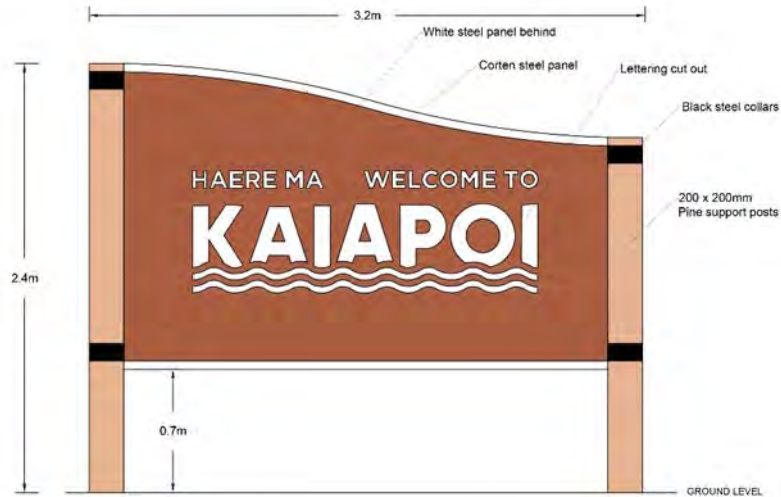
The main costs associated with this project are connected to the existing sign design. The Board therefore requested Staff provide options for what a revised lower cost sign might look like.

Staff have provided four revised entrance sign concepts below for the Board's consideration. Some of these retain the general aesthetic of the original design, while others meet the feedback heard at the Workshop.

Staff note that the approved artist provided an additional option for the top of the steel panel - a wave pattern signifying water which the artist names "Shaped by the river, rooted in heritage". Two options below include the original design and two include this revised shape.

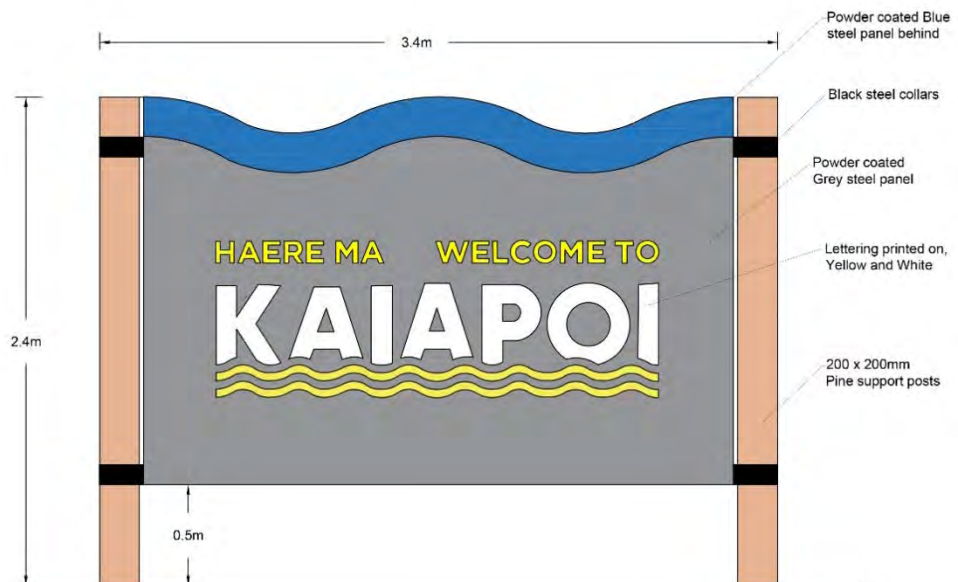
The largest cost within the current entrance sign contract relates to using reclaimed wharf timber beams. These costs are due to the handling, transporting, cutting, and drilling into dense hardwood. Three of the designs therefore do not utilise this timber. However, work has been completed to transport and cut these to length so an option to use the wharf timber has been included in one of the proposed concepts below. The wharf timber would be retained at the same length they have been cut (2.4m) to avoid further cutting costs, this approach allows the already purchased and cut wharf timber to be used efficiently.

5.4.2. **Concept A**



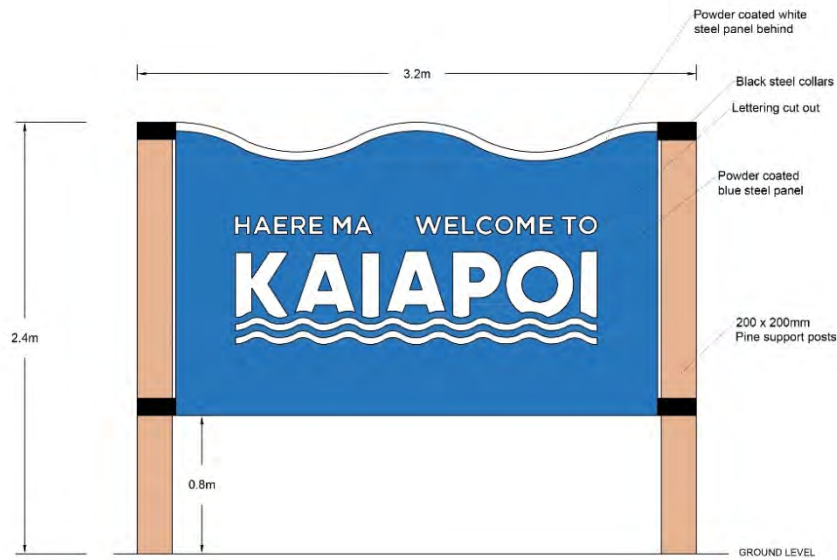
5.4.3. **Concept B**

Concept B also eliminates the use of the wharf timber however uses the yellow colour that was intended for the lettering of the current entrance sign design, and blue which is historically Kaiapoi's colour. The artwork would not be cut in but printed on to a steel panel, and uses a water shaped line across the top of the panel which has been made more prominent. The 'Kaiapoi' wording is white to be the most visible against a coloured background. The powder coated blue steel panel is retained behind to provide a 3D visual element to the sign. This would also utilise pine support posts and feature black steel collars. It is important to note that the colours can be changed should the Board have an alternate preference.



5.4.4. **Concept C**

Concept C utilises the alternate shape on the top of the panel and provides a different option to the Corten steel panel. Instead, the steel panel would be powder coated in any colour of the boards choice and retain the white panel behind for artwork visibility. The water pattern along the top line of the panel has been made less prominent and the panel sits slightly higher off the ground.

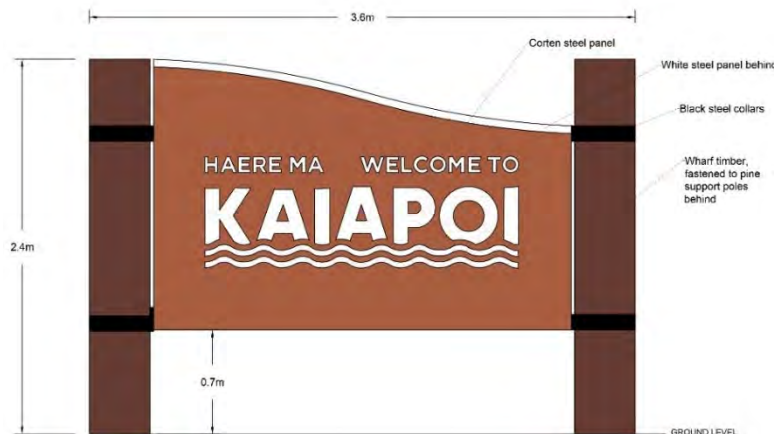


5.4.5. **Concept D**

Concept D utilises the original shape but retains two of the precut wharf timber beams within the design. The wharf timber would be retained at their current length to (2.4m long) to reduce further handling costs. These would be fastened to frangible pine posts set into the ground behind them which will be stained back so as not to be visible.

Staff note that this design would be of higher cost than the other concepts. This is due to the complexities of using the heavy wharf timber and lifting them into place.

While this is a viable option, due to the weight of the beams and significant change from the original design, the design would need to be reviewed by the structural engineer and by Council’s Roding Team to ensure it meets frangibility requirements. As this is an additional cost (approx. \$1500), staff have not yet undertaken this work, and this would only be undertaken if the Board chose this option as the preference.



5.4.6. Potential for Hybrid Design

Staff note that the Board may wish to consider these Concepts and combine elements of each of them to approve an entrance sign that meets their desired outcomes. Minor changes to Concepts A, B or C would not create significant cost changes. Concept D may incur additional costs due to the complexity of including wharf timber.

5.4.7. Site Preparation

The site preparation costs for these concepts would be minimal as it would only require spraying off, levelling and preparation of a small garden bed. Staff estimate this cost to be no more than \$1,000., with a small amount of low planting beneath the sign, using a mix of native plants for a green backdrop and exotic plant species providing seasonal colour and variation. This would keep the area tidy, reducing ongoing maintenance issues.

5.4.8. Cost Comparison

The table below provides the estimated costs of the entrance sign concepts above. Staff believe that including the wharf timber into the design (Concept D) would add a further \$5,000 to the project as identified in the table below. These concepts provide a significantly lower-cost option than the current sign, which directly responds to the board and community concerns about project affordability.

Table 5.0 Entrance Sign Contract proposed reduced scope costs

Entrance Sign Contract Concept Costs (Concepts A, B and C)	
Levelling for new sign and soil preparation for garden	\$1,000
Costs of sign making and installation	\$5,000
Health & Safety and Traffic Management	\$2,500
Garden bed	\$4,500
TOTAL	\$13,000
Entrance Sign Contract Concept Costs (Concepts D)	
Levelling for new sign and soil preparation for garden	\$1,000
Costs of sign making and installation	\$10,000
Health & Safety and Traffic Management	\$2,500
Garden bed	\$4,500
TOTAL	\$18,000

5.4.9. Existing Entrance Sign Removal Costs

The project scope also includes the removal of the existing Main North Road entrance sign at a cost of \$3,900. The original decision to upgrade the Main North Road entrance was based on the low visibility of the existing sign and a desire for a more prominent entrance; however, current discussions indicate some members question both the visibility issue and the need for an upgrade and the associated cost.

5.4.10. **Alternative Siting**

While the existing location for the entrance sign remains a suitable and functional site for an entrance sign, staff note that due to the length of the greenspace reserve on Williams Street (Williams Street Reserve), there are other locations that would offer improved visibility, reduced visual clutter, or greater opportunities for signage consolidation. This also removes the need to remove the existing wall.

Shifting the sign north also presents an opportunity to consolidate signage in this area. Currently there is a sign for All Together Kaiapoi as well as a Rotary entrance sign and the Board have expressed interest in reducing visual clutter. Rotary representatives have indicated their interest in an entrance sign concept and have indicated interest in the potential inclusion of a logo on a consolidated entrance sign. Staff understand that All Together Kaiapoi has disbanded but are seeking feedback from past members of the group.

Staff have assessed the locations of these signs and believe a consolidated entrance sign could be created in the current location of the All Together Kaiapoi Sign or be relocated slightly within Williams Street reserve. This location is shown in Attachment i: Proposed Kaiapoi Entrance Locations. The proposed site has strong visibility due to the long, straight alignment of the road and benefits from being located within a lower-speed environment than the existing entrance sign location.

This would eliminate the costs of removing the existing entrance sign and the existing entrance sign would become a secondary feature within a larger entrance sequence. The yellow "Kaiapoi" lettering could be removed from the stone wall and the area enhanced with native and exotic shrub planting; potentially extending into a pollinator pathway, an initiative the Board has previously shown interest in. Such enhancement would incur only minor costs, estimated at \$1,000 for modifications to the existing sign and \$4,500 for a small area of new planting. It offers a cost-effective way to add value to the Main North Road entrance while avoiding the higher costs of full sign removal.

5.4.11. **Traffic management and Health & Safety requirements**

Traffic management was a significantly project cost associated to the original design. This primarily related to the need to use a hi-ab to install the wharf timber sign near Main North Road, and an active pedestrian/cycleway.

Under the original construction method, Atlas planned to assemble the entire sign, including the wharf timbers, and then lift it into place, requiring substantial traffic management. All four revised designs can be constructed on site with significantly less traffic management required, especially if the proposed new location was approved.

5.4.12. **Option Three Summary**

While this option will result in a small delay to finalise design details, procure and price (and potential engineering work if Option D is chosen), staff do not consider the delay to be significant. In fact, establishing a simplified and more cost-effective design now may streamline the process for the remaining township entrances, making future installations easier and faster to deliver.

The revised design is readily replicable at the other entrances, and while staff have not yet proposed a delivery programme for the remaining entrances pending the completion of roading works and site assessments, the reduced-scope concepts offer a practical approach for the Board to allocate future General Landscaping Budget towards..

This option does result in some non-recoverable costs carried over from the original design process, totalling \$22,635. However, while unfortunate, this loss is comparatively minor given the significantly higher costs associated with continuing the current design and the even greater cost implications of replicating the original sign at other township entrances. It is also worth noting that any unused wharf timbers can be used for other projects and are at a good length for seats and other design features.

- 5.4.13. An analysis of the project costs using the revised entrance sign Concepts is provided in the table below.

Table 6.0 Overall project costs with a revised entrance sign design (Including costs already incurred)

Overall project costs with a revised entrance sign design (Including costs already incurred)	
Estimated cost of revised design (Concepts A, B or C)	\$13,000
Estimated cost of revised design (Concepts D)	\$18,000
Costs already charged for the wharf timber regardless of use	\$13,400
Entrance Sign Design costs (non-recoverable)	\$9,235
Avenue Trees	\$3,000
Forecasted TOTAL (Concepts A, B or C)	\$38,635
Forecasted TOTAL (Concept D)	\$43,635

The key opportunity presented by this option is the substantial reduction in overall project cost. This is likely to be more acceptable to the community, aligning more closely with expectations around prudent use of ratepayer funds and preserving more of the General Landscaping Budget.

Having considered the risks and opportunities associated with this option, staff conclude that the benefits of adopting a reduced-scope, lower-cost design outweigh the potential for further project delays and the loss of non-recoverable costs already incurred. The revised design concepts provide a more financially sustainable approach, reflect community expectations, and supports more efficient delivery of future entrance signage projects.

For these reasons, staff recommend Option 3 as an appropriate option for the Board's consideration.

5.5. **OPTION 4: Locate the currently proposed design at a different town-entrance**

- 5.5.1. Due to the complexities and costs associated with the Main North Road entrance, the Board considered whether a re-prioritisation could have a positive impact on the project with the option of seeing a town entrance finished at Smith Street at significantly lower cost.

- 5.5.2. A suitable site has been identified in Attachment i, proposed for its high visibility to visitors, location at the gateway to surrounding urban and residential environment, and its position just before the Kaiapoi River bridge an important feature to the identity of Kaiapoi. The site is clearly visible to vehicles entering town, positioned just before the 50 km/h speed zone change. The flat terrain would require minimal earthworks, and installing an entrance sign here would not involve removing existing signage or undertaking significant preparation work. The image below shows the view of the site where this sign would be located.



- 5.5.3. If the original sign design was utilised, the only reduction in cost would be that of the removal of the existing sign at Main North Road (\$3,900) and likely a reduction in the quantity of landscaping required which would also see minor reductions. Staff estimate the final cost to be approximately \$58,000.
- 5.5.4. This option doesn't address the Board's concerns regarding the design aesthetics and, like Option 2, the existing entrance sign at Main North Road will continue to deteriorate, meaning the opportunity to improve the township's key northern gateway is deferred indefinitely. For that reason, Option 4 is not recommended as a stand-alone option.

5.6. **Combining option 3 and elements of option 4**

- 5.6.1. The Board could opt to combine Options 3 and 4 and utilise a revised sign design at Smith St which would cost between \$13,000 and \$18,000 depending on the design chosen. This would leave sufficient budget to also complete the same sign at Main North Road also.
- 5.6.2. The cost to implement the revised design at both entrances, along with the enhancements proposed for the existing Main North Road entrance feature is \$58,135. This is lower than the cost of \$62,001.82 required to continue with Option 1 which only saw one entrance completed with the original entrance sign design. Importantly, progressing with this Option would result in two town entrances being completed, rather than only one, providing greater overall value and more visible progress for the community.
- 5.6.3. Staff therefore recommend that the Board opt to combine options 3 and elements of option 4, resulting in attractive, cost-effective signage at both the Smith St and Main North Road entrances to the Town.
- 5.6.4. To progress this Option, the Board would need to approve a revised design before detailed documentation is completed.

- 5.6.5. Once the revised design has been finalised, staff will provide it to Atlas Group for the opportunity to re-price the contract. Given that a contract is already in place, treating the redesign as a variation is considered both efficient and consistent with good-faith contracting practices. Should Atlas Group decline to undertake the revised work or, the variation price received is not seen as competitive, staff will seek alternative prices to ensure best value for ratepayers.
 - 5.6.6. Staff will continue to work closely with Council's Roading team to ensure the revised entrance sign meets all road safety requirements, including visibility, frangibility, and appropriate placement within the road reserve.
 - 5.6.7. Staff would like to highlight that it is prudent to retain a contingency for the first entrance signs constructed under the revised design, to allow for unforeseen construction costs or necessary refinements.
 - 5.6.8. Following completion of these signs, staff will report back to the Board with recommendations for reallocating any remaining funds to other priority projects. At that stage, staff will also be able to provide confirmed pricing for delivering the revised entrance sign design at the Ohoka Road and Williams Street entrances, enabling longer-term planning and future budget decisions.
- 5.7. 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 of interest to mana whenua. As such, Council staff have engaged with Whitiora Centre Limited, as key advisors to Te Ngai Tūāhuriri Runanga, who have provided the following feedback and/or advice:
- 6.2. Council staff have consulted with Te Ngāi Tūāhuriri Rūnanga as part of this project. As noted above, the Rūnanga have elected not to provide specific artwork for the entrance signs. Given that the revised designs retain a similar overall form and composition to the original design, staff consider that no further consultation is required in relation to the entrance signs.

Groups, Organisations and the Wider Community

- 6.3. 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.
 - 6.3.1. As noted, WPAT have been consulted on the artwork included on the proposed entrance sign and are supportive of it.
 - 6.3.2. The wider community is likely to have an interest in, or be affected by, the matters outlined in this report. When the Board approved the Main North Road entrance sign, it resolved to proceed with the selected concept without undertaking public consultation. Since that decision, members of the community have raised concerns regarding the overall project costs. As this report directly responds to those concerns and outlines options for the project's future, the information presented is of direct relevance to the community.
 - 6.3.3. However, engagement with the wider community will add significant time and scope to this process and delay the project further, likely leading to further increases in costs. Staff can undertake community engagement on these designs if directed by the Board but note that this will likely delay the implementation of the signs by approximately 4-5 months.

Implications for Community Wellbeing

6.4. There are implications for community wellbeing arising from the issues and options presented in this report.

6.4.1. Enhancing the aesthetics of Kaiapoi's town entrances provides an opportunity to strengthen the community's sense of identity and pride in place. Well-designed entrance features can contribute positively to how residents and visitors experience Kaiapoi, creating a welcoming first impression and reinforcing the town's character.

6.4.2. Improving the visual quality of key arrival points may also support broader wellbeing outcomes by reducing visual clutter, enhancing neighbourhood amenity, and contributing to a more coherent and attractive public environment. These improvements can encourage greater community satisfaction with the appearance of local infrastructure and help foster a sense of belonging and connection to place.

6.4.3. Additionally, ensuring that entrance signage reflects current community and Board expectations supports transparency and responsiveness in decision-making. This, in turn, contributes to social wellbeing by demonstrating that the community's evolving values and aspirations are recognised and incorporated into public projects.

Community Outcomes and Strategic Priorities

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

- Public spaces and facilities are plentiful, accessible and high quality, and reflect cultural identity;
- Public spaces express the unique visual identity of our District.

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

- Opportunities for collaboration and partnerships are actively pursued.

The community's cultures, arts and heritage are conserved, developed and celebrated;

- There are wide-ranging opportunities to participate in arts and cultural activities.
- Public places and spaces provide opportunities for cultural expression and integrated arts.

The distinctive character of our takiwā – towns, villages and rural areas is maintained, developed and celebrated;

- The centres of our towns are safe, convenient and attractive places to visit and do business
- Public spaces reflect the distinct narratives, character and cultural identity of our takiwā.

6.6. 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 currently provided within the Annual / Long Term Plan. The following table provides a summary of the funding and costs associated with the recommended option in this report:

Budget/Project Name	Kaiapoi Town Entrance
PJ/GL Number	PJ 101050.000.5224
Total Budget	\$75,810
Spend to Date	\$22,635
Recommended Tender/Quote/Expenditure	\$58,138
Remaining Budget	\$14,175

- 7.3. The project is currently funded through the General Landscaping Budget, with an allocated budget of \$75,810 for the Kaiapoi Town Entrance project (PJ 101050.000.5224).
- 7.4. To date, \$22,635 has been spent on project development, planning, and initial contract work. The recommended option, presented in this report would require a further \$58,138 in expenditure, delivering the proposed works within budget. This would leave a remaining balance of \$14,175, which provides a modest contingency buffer for unforeseen costs or minor adjustments to the scope. Any additional design, investigation, or construction related variations would need to be absorbed within the remaining budget.
- 7.5. If the contingency is not spent the Board can re-allocate it to other projects in the new financial year.

Community Resilience and Sustainability

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

Risk Management

- 7.7. There are risks arising from the adoption/implementation of the recommendations in this report.
- 7.8. There is the risk of increased timeframes and costs if the Board does not select one of the three presented options and instead requests additional information or further design investigation. Any extra design, structural assessment, or project development work required to progress the entrance sign project would need to be charged to the project budget to account for ongoing staff time, consultant input, and capacity impacts. This may reduce the remaining funding available for construction and could delay delivery of the project.
- 7.9. Due to global increases in fuel prices, there is an associated risk that both the costs and timeframes for installing entrance signs may rise. Higher fuel costs can directly affect contractor expenses, particularly for transportation of materials, machinery operation, and on-site construction activities. These increases may lead to higher supplier quotes, reduced contractor availability, or delays if contractors prioritise projects with more stable cost profiles. As a result, the overall project budget could become constrained, and timelines may extend beyond initial expectations.
- 7.10. There is a possibility that Atlas Group Ltd may decide not to continue with the current Council contract and choose not to re-price a new entrance sign design. If this happens, staff will obtain quotes from alternative contractors. Should those costs exceed the original estimate, staff will prepare a report and refer the matter back to the Board for consideration.

Health and Safety

- 7.11. There are health and safety risks associated with the adoption or implementation of the recommendations in this report. As part of the procurement process for the entrance sign, Council staff have reviewed and approved a comprehensive Health and Safety Plan submitted by Atlas Group Ltd for the Main North Road Entrance Sign project and would ask for a new plan for a revised design in a different location. In addition, Greenspace staff will liaise with the Roding team to ensure that the final appearance of the entrance sign, in this report, maintains appropriate readability and visibility for drivers entering Kaiapoi. This coordination helps ensure the sign meets safety standards while enhancing the town's identity.

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. The development of the town entrances will take place within the roading corridor, and all signage will comply with the District Plan and the Signage Bylaw (2012). Additional requirements under Government and NZTA legislation may also apply, depending on the road classification, location, and type of signage proposed. To ensure full compliance, Council staff are working closely with the Roding Team, who are well-versed in the relevant legislation, to determine appropriate materials, positioning, and any specific requirements related to signage and landscaping.

Authorising Delegations

- 8.3. The Kaiapoi-Tuahiwi Community Board have the delegation to approve the recommendations within this report.



Proposed location for revised entrance sign on Main North Road

Proposed location for revised entrance sign on Smith Street



Main North Road

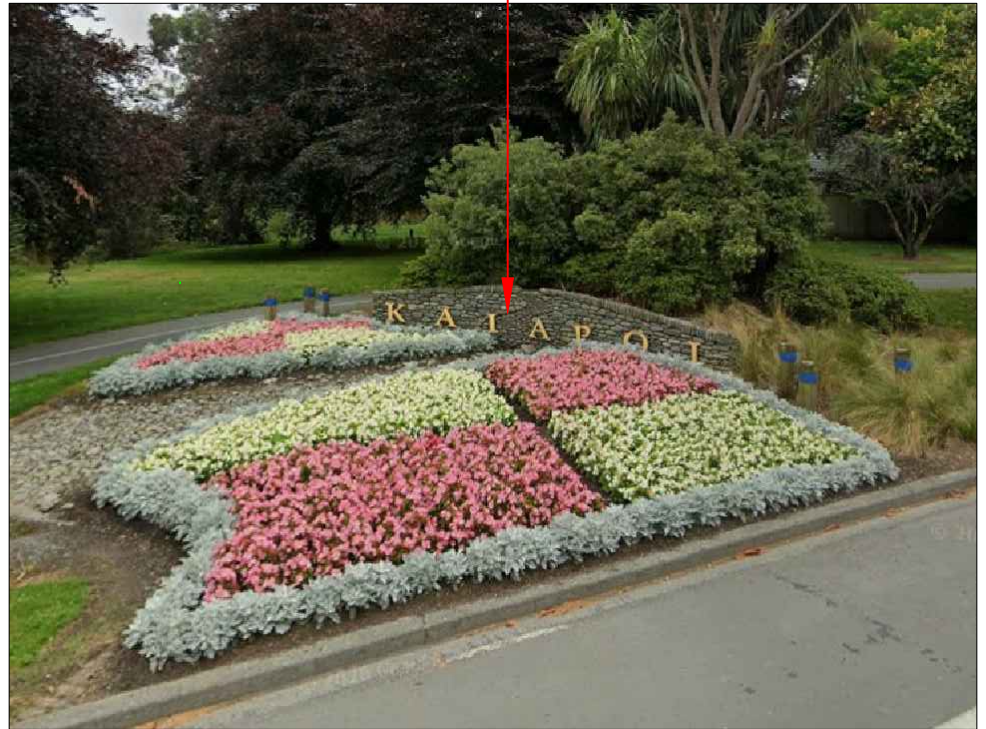
Smith Street

Proposed Kaiapoi Entrance Sign Locations

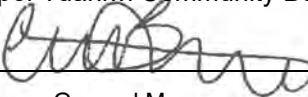


Update the existing planting area with mixed native and exotic plants. Leave the existing in ground stone/concrete work and entrance sign in place

Remove the 'Kaiapo'i' letters



Proposed modifications to Main North Road Entrance Sign

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV 26-08-06/TRIM 260330086216**REPORT TO:** Kaiapoi – Tuahiwi Community Board**DATE OF MEETING:** 20th April 2026**AUTHOR(S):** Tori Stableford, Landscape Architect**SUBJECT:** Kaiapoi-Tuahiwi Community Board General Landscaping Budget**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)


General Manager



Chief Executive
1. SUMMARY

- 1.1. This report seeks the Kaiapoi–Tuahiwi Community Board's consideration of how best to allocate the 2025/26 General Landscaping Budget to deliver visible, high-value improvements within the ward.
- 1.2. The General Landscaping Budget is an annual discretionary fund used to support small-scale projects that enhance amenity, wellbeing, and sense of place within the community. For the current financial year, a total of \$48,211 is available for allocation, including carry-over funds and savings from the recently completed Kaiapoi Volleyball Net project.
- 1.3. Through workshops held in December 2025 and February 2026, Board members identified and prioritised potential projects for consideration. From this process, three projects were agreed as the Board's top priorities: improvements to Kaiapoi's southern entrance, the upgrade of Fuller Street Reserve, and Christmas lighting in the town centre. This report provides detailed information on these projects to support informed decision-making.
- 1.4. For the southern entrance, staff recommend progressing targeted native planting along Williams Street Reserve, delivering both landscape and biodiversity benefits while enhancing a key gateway into Kaiapoi. This recommendation builds on earlier work outlined in the *General Landscaping Budget Report May 2025 (Trim 250403057526)*. The project can be delivered within the current budget and aligns with longer-term aspirations for an attractive, connected entrance corridor. The report also addresses related ideas raised by the Board, including bridge balustrades and signage consolidation, noting that these are higher-cost or more complex projects better suited to future consideration rather than the General Landscaping Budget.
- 1.5. The Fuller Street Reserve upgrade is recommended as a practical, high-impact project that improves seating, planting, and accessibility in a highly visible reserve. A concept plan has been prepared, and staff estimate the work can be delivered for \$20,000. Together with the southern entrance planting, these two projects fully utilise the available budget for the year and can be delivered largely within the current planting season.
- 1.6. The report also outlines options for Christmas lighting, noting that while smaller-scale decorative lighting could be delivered through future General Landscaping budgets, larger permanent installations would require a Long Term Plan approach. As this project ranked third in priority, staff do not recommend allocating funding this year but suggest retaining it as a future priority.
- 1.7. If approved, the projects that form staff's recommendations would fully allocate the \$48,211 available in the 2025/26 financial year budget. Staff anticipate that delivery of these projects will commence within the current financial year and if need be, for particular items such as seats or pathways, budget may be carried forward to the 2026/27 financial year as a work in progress.

- 1.8. The projects that staff have recommended the Board allocate the 2025/26 General Landscaping Budget towards are shown in the table below.

Table 1.0 General Landscaping Budget Allocation projects

2025/26 General Landscaping Budget Allocation - \$48,211	
Project	cost
Southern Entrance – Native Planting	\$28,211
Fuller Street Reserve improvements – Planting and Seating	\$20,000
Total	\$48,211

Attachments:

- i. *Kaiapoi Southern Entrance Planting (TRIM 260331087936)*
- ii. *Fuller Street Reserve Concept Plan (TRIM 260401088936)*

2. RECOMMENDATION

THAT the Kaiapoi Tuahiwi Community Board

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

3. BACKGROUND

- 3.1. The General Landscaping Budget is an annual discretionary fund that the Community Board uses to support projects within the Kaiapoi-Tuahiwi ward. These projects are small interventions that benefit the wellbeing of the community and are identified in response to information brought to the Board's attention by staff or by the community. The total fund may be allocated to one project or divided between multiple projects. Past projects are varied and have included such projects such as seating, artwork installation, and planting.
- 3.2. There is currently a total budget of \$48,211 available for projects within the General Landscaping Budget. This total is comprised of \$22,290 carried over from the 2024/25 financial year, \$22,290 allocated for the 2025/26 financial year. In addition to this \$1,631 is remaining from the Kaiapoi Domain volleyball court project that the Board allocated \$5,000 towards, which is available for re-allocation to other projects. The Main North Road Town Entrance project is addressed further in the Issues section of this report, and the General Landscaping Budget for the 2025/26 financial year is outlined in Table 2.0 below.

Table 2.0 General Landscaping Budget for the 2025/26 financial year

Current Budget Available Funds for Allocation		
Financial Year	Status	Budget
2024 / 2025	Carry Over	\$22,290
2025 / 2026	Budget Allocation	\$29,290
Available for re-allocation following completion of the Volleyball court project		\$1,631
TOTAL FOR ALLOCATION		\$48,211

- 3.3. In December last year, staff ran a workshop with the Kaiapoi-Tuahwi Community Board to inform the Board on their General Landscaping Budget for the 2025/26 financial year and seek ideas for projects for this financial year's budget allocation. The Board chose to consider this over the Christmas period and get back to Staff with their ideas in the new year. In February this year, staff ran a follow up workshop with the Kaiapoi-Tuahwi Community Board to present the ideas that Board members had raised and asked the Board to rank them in order of priority, and to supply this to staff.
- 3.4. The Board considered the following eight projects and gave their prioritisation of these with a request for a report to consider the top three. Staff have presented these in a prioritisation table, shown below and highlighted blue the top three projects.

Table 4.0 General Landscaping Project ideas supported by Board Members

Projects	Project Details	Number of votes for the project
Darnley Square Upgrade	Mural	2
	Plantings with colour	
	Native plantings & Info boards	
Photo board of historic scenes		1
Hanging baskets on Williams Street		1
Kaiapoi Southern Entrance	Balustrades on Kaikanui Stream bridge	4
	Consolidate signage (All Together Kaiapoi and Rotary)	
	Native planting and signage	
Fuller Street Reserve Upgrade		4
Christmas lights		3
Widen the Kaiapoi stop bank walkway path behind the war memorial		1
Lighting in reserve carparks		

- 3.1. The Board requested a report providing information on the top three prioritised projects which were;
- 3.2. **A: Improvements to Kaiapoi's Southern Entrance (Main North Road – Williams Street):** A focus on improving Kaiapoi's southern entrance along Main North Road and Williams Street, including native planting, potential bridge enhancements, and opportunities to consolidate entrance signage.
- B. Upgrade of Fuller Street Reserve:** Updating planting and seating.
- C. Christmas Lights:** The installation of Christmas lights in the Kaiapoi Town Centre.

4. **KEY ISSUES**

- 4.1. The Board have identified three projects as priorities to consider for funding from the General Landscaping Budget this financial year. These projects are discussed in more detail as follows.

Improvements to Kaiapoi's Southern Entrance

- 4.2. The Board has identified several additional improvements that could be implemented at this entrance, including:
- Native planting and signage
 - Improvements to the Kaikanui Stream bridge
 - Consolidation of signage at the Main North Road Town entrance, including the ATK and Rotary signs

Native planting

- 4.3. This project would see the development of a native planting plan along the length of Main North Road/Williams Street, including the section between Courtenay Stream and Kaikanui Stream, and extending from the former highway bridge at the district boundary through to Pineacres. Board members noted that a long-term, staged programme over 5–10 years could create a consistent and attractive landscape treatment along this key entrance corridor while also delivering ecological benefits.
- 4.4. Staff have previously investigated opportunities for planting along Main North Road and note that Council's Biodiversity team is currently developing planting plans for 46 Main North Road, opposite Hellers. Planting at this location would contribute to an enhanced entrance corridor and provides a useful starting point for broader landscape planting, as suggested by the Board.
- 4.5. The Biodiversity team have also indicated opportunities for further enhancement with additional planting along this entrance corridor. The team has assessed Williams Street Reserve and advised that biodiversity gains can be achieved through targeted native planting in this location.
- 4.6. Native planting along this corridor would deliver meaningful biodiversity benefits, particularly by supporting invertebrates, with broader ecological gains developing over time. The establishment of indigenous vegetation would provide habitat for birds and other native species, strengthen ecological links with areas such as the Glenvale Walkway and surrounding semi-rural land, and contribute to the district's longer-term "blue-green network" objectives. Importantly, these benefits can be achieved through targeted clusters of planting rather than a continuous corridor, allowing flexibility in design while still improving ecological connectivity.
- 4.7. Beyond ecological outcomes, native planting in prominent urban locations offers clear community benefits. It increases everyday contact with nature, helps shift expectations away from purely manicured grass landscapes, and supports wellbeing, sense of place, and local identity. Staff note that converting grassed areas within Williams Street Reserve to native planting would result in higher ongoing maintenance requirements, particularly for weed control, given the urban setting. These implications are manageable but should be recognised when considering the overall value of the project.
- 4.8. The biodiversity team also notes that funding is available through the Natural Environments Strategy for educational signage associated with native planting. This could be delivered in conjunction with the placement of feature seating, providing integrated rest and learning opportunities along the corridor.

- 4.9. Staff have identified planting “nodes” that could be delivered within this area with approximately 350 m² of planting achieved. A plan is attached to this report illustrating the proposed planting locations and staff estimate that this would cost \$28,211. This would include the following works;
- Removal of grass and preparation of soil
 - Traffic management
 - Mulch and surface treatments (bark, pebbles, stones)
 - Supply and planting of native shrubs
 - Placement of logs, rocks and habitat features (e.g. bug houses)
- 4.10. The planting nodes shown on the plan indicate what can be achieved within the current plan; however, a per-square-metre planting rate could also be applied to deliver additional planting areas if the Board chooses to allocate further funding in future years.

Kaikanui Stream Bridge Balustrades

- 4.11. When suggesting potential improvements to the Kaikanui Stream bridge, Board members referenced an example balustrade style from a business park in Rangiora, featuring large, angled timber beams. Staff agree that a similar aesthetic could be suitable for the southern entrance. However, due to the age and structure of the Kaikanui bridge and the need for a substantial concrete base to support new balustrades, the cost implications are significant. The greater length of the Kaikanui bridge compared with the Rangiora example further increases anticipated costs.
- 4.12. Upgrading the balustrades on both sides of the bridge is estimated to cost \$25,000 per side, totalling \$50,000. This project cannot be accommodated within the current General Landscaping Budget available and is a complex project requiring significant additional engineering, design and project management costs as well as traffic management during construction. The board may also consider whether public consultation is required. This means that this project will not be a short process and would need to be included within staff workflow/capacity including support from the Roading and Project Delivery Unit.
- 4.13. While staff support the idea of improving the aesthetics of this bridge, staff recommend that due to the above, this is not appropriate as a General Landscaping project and should rather be an individual project raised to Council by the Board as part of a Long-Term Plan submission. Should the Board wish to prioritise this project, staff recommend holding a dedicated workshop to confirm design direction/scope and staff can work with the Board to provide a concept design and estimated costs/considerations for inclusion within this submission.



Signage Consolidation

- 4.14. At the Board's December 2025 workshop, members noted the presence of several signs at the Main North Road entrance, including those installed by All Together Kaiapoi and Rotary. Staff were asked to investigate opportunities for consolidating these signs. Staff understand that All Together Kaiapoi disbanded but have contacted previous members and Rotary members and enquired about whether there would be an appetite to consolidate with other groups signs and / or council signs.



- 4.15. Rotary have indicated that while removing the sign may be an option, they would like the Rotary crest to be included in any new entrance sign design. Rotary members have asked whether a Concept Plan for the entrance sign can be provided so they may discuss it at their next meeting. Staff will prepare and supply this following the Board's decision on the Entrance Sign report in this agenda should the Board support the crest being included on the sign.
- 4.16. Staff are still in the process of reconnecting with previous All Together Kaiapoi members and will continue engaging with relevant groups to support achieving the best possible outcome. Staff therefore recommend that at this point, no budget needs to be allocated to this project.

Upgrade of Fuller Street Reserve

- 4.17. Board members have identified Fuller Street Reserve as a priority location for improvement. Although narrow in form, the reserve is highly visible to those entering Kaiapoi and currently features roadside planting and a letterbox art piece. Board members have suggested the addition of seating and updated planting to enhance the reserve's appearance and amenity value.
- 4.18. Fuller Street Reserve is a long, narrow space, which limits the scope of potential improvements. However, there is an opportunity to update outdated planting and improve the existing seating layout. While the existing bench seats are in tidy condition, both currently face away from the street, meaning users' backs are to the footpath, which can feel uncomfortable and discouraging for some users. Seating is also not currently well connected to the footpath network.
- 4.19. Staff have considered appropriate design responses and indicative costs and recommend the following improvements, with a total estimated cost of \$20,000. A high-level Concept Plan has been prepared and is attached to this report (Fuller Street Reserve Concept Plan, TRIM 260401088936):



- | | |
|--|----------|
| • Update street-facing garden planting | \$1,000 |
| • Reorient and relocate one existing bench seat to improve accessibility from the footpath | \$2,000 |
| • Install additional garden planting | \$2,000 |
| • Install five large planter pots with annual planting | \$5,000 |
| • Install wharf timber seating and a connecting path to form a usable seating area and improve accessibility | \$10,000 |

- 4.20. Depending on the outcome of the Town Entrance Sign report, there may be wharf timbers already cut to length which would no longer be utilised for the sign and could be used for these seats and have based pricing on this outcome. However, should the Board approve a sign design utilising all currently cut timbers, there is sufficient timber in storage to still accomplish this project within budget. Staff recommend this project as suitable and in line with the outcomes of this budget.

Christmas Lights

- 4.21. Board members have expressed interest in installing Christmas lights in the Kaiapoi town centre. Staff have considered comparable projects completed in Rangiora such as the lighting in Good Street Laneway and Conway Lane as useful examples of what might be achievable in Kaiapoi. Two main lighting types appear appropriate: festoon lighting, which can be suspended across laneways or narrower streets, and 'icicle'-style fairy lighting, which can be attached to shop awnings. Both approaches can enhance the atmosphere of the town centre not only during the Christmas period but also throughout the darker winter months.
- 4.22. Based on previous installations, staff have observed that festoon lighting has proven more successful and durable than fairy lights. Fairy lights have presented challenges in terms of installation, ongoing maintenance, and frequent repairs. In contrast, festoon lighting is sturdier, more reliable, and allows for changing colours to suit seasons or special events. Ongoing maintenance requirements for festoon lighting have also been minimal.
- 4.23. A previous quote for the Conway Lane installation indicated that approximately 100 metres of festoon lighting cost around \$10,000 for both supply and installation. As this project was completed roughly seven years ago, cost inflation would need to be factored in. Additional investigations would also be required to assess the strength and suitability of shop canopies, buildings, or poles to support overhead lighting. If current structures prove inadequate, further costs may be incurred to install new bracing or supports. While the lighting components themselves appear relatively low-cost, the Board should be aware that structural requirements could increase overall project cost.
- 4.24. The section of street between Hilton Street and Raven Quay measures approximately 150 metres in length and the diagonal span across the roadway is around 20 metres. As an example of one option; to achieve a zig-zag arrangement of overhead festoon lighting, staff estimate approximately 17–18 crossing points would be required, equating to approximately 350 metres of lighting. Based on the earlier pricing reference, the estimated cost for festoon lighting and installation is above \$35,000, exclusive of any required structural strengthening.
- 4.25. Due to the multiple opportunities available for lighting in the main centre of Kaiapoi, Staff recommend that if the Board wish to progress this idea, the most appropriate next step to be the engagement of a lighting consultant to develop an initial design concept. A design would provide different options, detailed cost estimates, confirm structural requirements, and identify the most suitable locations for installation. Based on preliminary information and the likely need for structural strengthening in some areas, engaging with the building owners and retail sector, staff anticipate that the overall cost of installing festoon lighting through the town centre would exceed the General Landscaping Budget.
- 4.26. If the Board wishes to pursue a large-scale installation such as festoon lighting, the scale of capital cost and ongoing maintenance requirements would mean that such a project would need to be considered through a Long Term Plan (LTP) submission. In this scenario, a clear scope would first need to be defined so that staff can engage a lighting designer to develop options and indicative costs to support a submission to the 2027–2037 Long Term Plan.
- 4.27. Alternatively, if the Board is interested in smaller-scale interventions—such as temporary or decorative lighting features in specific locations (for example, around the library or town centre spaces)—these could potentially be delivered through the General Landscaping Budget, as they would not require the same level of investment, capacity, or long-term maintenance commitment.



- 4.28. In either case, staff consider the next appropriate step is to engage a designer to identify what options are realistically available to the Board and the indicative costs associated with each. This would allow staff to return with clear, well-defined options and cost information to support informed decision-making. Should the Board wish to proceed with this, staff estimate that the cost for a lighting design would be approximately \$5,000. As this project was third in priority to the Board, staff have not recommended budget allocation during this financial year but recommend that this could be kept on file for consideration in July when the Board receives its next budget allocation. If the Board want to progress this earlier, they could reduce the scope of the planting recommended for the Kaiapoi Southern Entrance to enable this.

5. **OPTIONS**

- 5.1. Staff have considered the information around the projects in this report and have identified the following Options for the Board to choose from to progress.

Option 1: Allocate funding now to the priority projects identified in this report (Recommended)

- 5.2. Under this option, the Board would allocate the full currently available General Landscaping Budget of \$48,211. This would enable delivery of the identified projects within the 2025/26 financial year, maintain momentum on the southern entrance upgrade, and ensure effective use of available funds.
- 5.3. The combined cost of native planting at the southern entrance (\$28,211) and the Fuller Street Reserve upgrade (\$20,000) utilises the full General Landscaping Budget available this year. If the full allocation for Fuller Street Reserve is not required, the remaining budget could be redirected toward additional native planting within the southern entrance corridor. Repurposing the wharf timber beams avoids material waste while delivering functional and attractive seating that reinforces the cultural and landscape character of this key gateway into Kaiapoi.
- 5.4. These works align strongly with the Board's stated priority of enhancing the Kaiapoi southern entrance. Together, the planting and seating create a cohesive and visible upgrade to the Southern entrance, complementing the wider entrance improvement programme. Staff recommend this option.

Option 2: Wait until the Entrance Sign project is completed before allocating the 2025/26 General Landscaping Budget

- 5.5. Under this option, the Board would defer allocating funding until the Main North Road Entrance Sign project is completed, and the final budget position is known. This would provide full clarity on whether any funding is returned to the General Landscaping Budget. While this approach allows decisions to be made with full financial certainty, it would delay delivery of on-the-ground improvements and reduce the Board's ability to progress wider entrance enhancement works within the current financial year. As the General Landscaping Budget is intended to be spent within the financial year, delaying allocation is likely to result in a carry-over, limiting delivery outcomes for 2025/26. Staff do not recommend this option.

Option 3: Prioritise alternative projects and not progress any projects identified in this report

- 5.1. The Board could choose not to approve any of the projects outlined in this report and instead seek to identify alternative projects for the current financial year. There is insufficient time remaining in the financial year to identify, research, design, and deliver new projects to an appropriate standard. Choosing this option would mean no progress is made on the southern entrance improvements or other identified priorities, and the Board would miss an opportunity to achieve positive landscaping outcomes within the community this year. The projects discussed in this report have been identified and prioritised by Board members and therefore there is no reason not to progress them. Staff do not recommend this option.
- 5.2. 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 likely to be of interest to mana whenua. The projects likely to be of interest are the Kaikanui Bridge balustrades which has not been recommended as a General Landscaping project by staff, and the Southern entrance native planting.
- 6.2. Staff will send the native planting plans to Runanga consultancy Whitiora for comment and design inclusion requests.

Groups, Organisations and the Wider Community

- 6.3. 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.
- 6.4. Several groups, organisations, and members of the wider community are likely to have an interest in, or be affected by, the matters outlined in this report.
- 6.5. This includes local community organisations such as All Together Kaiapoi and Rotary, if they support signage consolidation, Staff are working with these groups to ensure that they are supportive of any changes made.
- 6.6. Residents and businesses located along the Main North Road/Williams Street corridor, and nearby residents may be impacted by changes to planting, signage, or amenity features. Staff believe that any changes would be positive however if they are viewed as significant or that there may be some negative impact staff will carry out individual consultation.
- 6.7. Users of Fuller Street Reserve, artists and groups who currently have items in Fuller Street Reserve will be consulted with directly before any changes are made.

Implications for Community Wellbeing

- 6.8. There are implications on community wellbeing by the issues and options that are the subject matter of this report.
- 6.9. Enhancements to the southern entrance, improvements to public spaces, and the installation of seating and planting all contribute to a more attractive, welcoming, and functional environment for residents and visitors. These improvements support a sense of community pride, encourage outdoor activity, and strengthen the visual identity of Kaiapoi. No adverse effects on community wellbeing have been identified.

Community Outcomes and Strategic Priorities

- 6.10. The Council's community outcomes are relevant to the actions arising from recommendations in this report.
- 6.11. **Social:** A place where everyone can have a sense of belonging...
- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
 - Our community has equitable access to the essential infrastructure and services required to support community wellbeing.
- Cultural:** Where our people are enabled to thrive and give creative expression to their identity and heritage...
- All members of our community are able to engage in arts, culture and heritage events and activities as participants, consumers, creators or providers.

Environmental: That values and restores our environment...

- People are supported to participate in improving the health and sustainability of our environment.
- Land use is sustainable; biodiversity is protected and restored.
- The natural and built environment in which people live is clean, healthy and safe.
- Our communities are able to access and enjoy natural areas and public spaces.

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

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

6.12. 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 associated with the decisions sought in this report.

7.2. The Board has a budget of \$48,211 available for allocation to projects within their ward area for this financial year. The board carried over \$22,290 of unallocated budget from the 2024/25 financial year and received a new budget allocation of \$29,290 this financial year totalling \$51,580. So far this year \$5,000 has already been allocated to the Kaiapoi Volleyball court, however the project has been completed under budget at 3,369 with the remaining budget returning \$1,631 for reallocation. This leaves \$48,211 available for allocation.

7.3. The allocation of the General Landscaping Budget for the 2025/26 financial year will determine which projects can be progressed and the extent to which improvements can be delivered. The recommended projects would utilise the entire available budget. While we are close to the end of financial year, we are currently in the ideal planting season so as both projects are mainly planting, staff believe that the majority of works can be completed within this financial year. Other elements such as paths and seats are at a higher risk and if need be budget will be carried forward to the 2026/27 financial year as a work in progress.

7.4. Funding is currently provided within the Annual / Long Term Plan.

7.4.1. The project estimate for this work is seen on the table below:

Project	Estimated Cost	Recommendation
Native Planting	\$28,211	Approve
Fuller St Reserve Upgrade	\$20,000	Approve

Community Resilience and Sustainability

7.5. The recommendations in this report do have sustainability and/or climate change impacts. Increased native planting, improved streetscape amenity, and the repurposing of existing materials such as the wharf timber beams support low-waste practices and contribute to enhanced biodiversity. These actions align with Council's broader sustainability objectives by increasing green infrastructure, supporting habitat creation, and encouraging climate-resilient landscaping across the Kaiapoi entrance corridor.

Risk Management

- 7.6. There are risks arising from the adoption/implementation of the recommendations in this report.
- 7.7. Due to the current global rise in Fuel prices, there is a risk that the prices received will be higher than estimated and the projects staff have sought allocation for cannot be achieved within this price. If this occurs staff will seek to reduce scope and costs for both the Fuller Street Reserve project and planting at the Southern entrance.
- 7.8. The Kaiapoi Town Entrances report, also on the agenda for this meeting, includes recommendations that respond to community concerns regarding the cost of the current entrance sign design. In this report, staff have recommended native planting at the southern entrance, which is in the same vicinity as the Main North Road entrance sign, but is progressed under a separate project and budget. There is a risk, however, that members of the community may perceive this as additional spending on the same project. Staff have taken care to clearly distinguish between the two projects and to ensure that the reconsideration of the entrance sign design in the accompanying report helps to address and reduce community concerns.

Health and Safety

- 7.9. There are health and safety risks arising from the adoption/ implementation of the recommendations in this report.
- 7.10. These relate primarily to construction activities, installation of seating and planting, and any works occurring near roads or pedestrian areas. Such risks can be appropriately managed through standard contractor health and safety procedures, adherence to Council requirements, and the implementation of traffic management measures where necessary. Staff will ensure that all works proceed in accordance with approved health and safety practices.

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. The matters addressed in this report are undertaken in accordance with the statutory responsibilities and decision-making requirements of the Local Government Act 2002, which guides Council and Community Board functions, consultation obligations, and the allocation of funding for local projects.

Authorising Delegations

- 8.3. The Kaiapoi – Tuahiwi Community Board has delegated authority to make the decisions outlined in this report.

Areas of native planting all 400m² so that the Board may choose an area to allocate GL funding to in the future



Proposed area of signage to accompany proposed entrance sign (Refer Town Entrances Report TRIM 260324082570)

Proposed 400m area of planting for budget allocation from the 2025-26 GL year

Minor amendments made to entrance sign including:
- Remove 'Kaiapoi' lettering
- Update native planting

Southern Entrance - Proposed Native Planting areas



124

- Feature wharf timber seats
- Existing bench seat with back support and arm rests
- Update planting in existing plant beds
- Large plant pots
- Widen pathway/access
Accessible hard surface
- Relocate existing bench seat with back support and arm rests
- Create small garden to finish off edge on slope

Fuller Street Reserve Upgrade Concept Plan

WAIMAKARIRI DISTRICT COUNCIL**REPORT OR DECISION**

FILE NO and TRIM NO: GOV-26-08-06 / 260316076775

REPORT TO: KAIAPOI-TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 20 April 2026

AUTHOR(S): Kay Rabe, Governance Advisor

SUBJECT: Applications to the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant Fund

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

 General Manager

 Chief Executive

1. SUMMARY

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

Name of Organisation	Purpose	Amount requested (excluding GST)	Does the application comply with the Discretionary Grant Find Criteria
The Chris Ruth Centre Trust	Towards a portable speaker	\$190	The application partially complies with the Criteria as only 50% of the people attending the Centre are from the Kaiapoi-Tuahiwi area.
Total:		\$190	

1.2 The current balance of the Kaiapoi-Tuahiwi Board's 2025/26 Discretionary Grant Fund is \$4,279.

Attachments:

- i. Application from the Chris Ruth Centre Trust (Trim Ref: 260401089101).
- ii. A spreadsheet showing the Discretionary Grant Grants for the previous two years.
- iii. Board Discretionary Grant Funding Criteria for the 2025/26 financial year. (Trim Ref: 210603089725).

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

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

OR

- (c) **Declines** a grant to the Chris Ruth Centre Trust.

3. **BACKGROUND**

- 3.1 The **Chris Ruth Centre Trust** seeks funding to purchase a portable speaker for use outside. The application partially complies with the Criteria as 50% of the people attending the Centre are from the Kaiapoi-Tuahiwi area.
- 3.2 The current balance of the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant fund is \$4,279.

4. **ISSUES AND OPTIONS**

The Chris Ruth Centre Trust (the Centre)

4.1 Information provided by the Centre

- 4.1.1 The Centre delivers high-quality, holistic, and individualised care for individuals aged over 18 years with complex needs across the Christchurch, Ashburton, and Waimakariri regions. It provides a supportive, positive environment in which clients can thrive, ensuring they feel valued and engaged in meaningful daily activities. The Centre also operates a School Transitioning Programme and maintains strong relationships with local high schools and community organisations to support young people as they move beyond secondary education. For families, the Centre serves as an essential support, offering daily respite care and providing clients with access to a dedicated space equipped with appropriate resources, activities, and social opportunities to ensure an enjoyable and stimulating day.
- 4.1.2 In 2013, the Centre established a facility in Kaiapoi to meet the increasing demand for services within the Waimakariri District. In 2017, the Centre relocated to its permanent site on Tunas Street. Continued growth in service demand led to a redevelopment of the Kaiapoi premises in 2023/24, including the addition of a new building.
- 4.1.3 The Centre is seeking funding to purchase a portable speaker for use during both indoor and outdoor activities. The speaker will enhance the utilisation of the garden area and provide greater flexibility across activity rooms. Its Bluetooth capability allows it to connect to multiple devices, increasing functionality. The speaker will also support visiting community groups, including the Waimak Open Door group, which attends weekly.
- 4.1.4 The portable speaker is estimated to cost \$190 and will directly benefit 39 attendees of the Chris Ruth Centre. Fifty percent of persons are from the Kaiapoi–Tuahiwi area, 15% from the Rangiora–Ashley Ward, 5% from the Woodend–Sefton area, and the remaining 30% from Christchurch.
- 4.1.5 No fundraising has been undertaken for this purchase, and the Centre will proceed with the purchase regardless of the outcome of this application. The Centre previously received \$2,174 from the Waimakariri Creative Communities Fund for a mural project.

4.2 Council Evaluation:

- 4.2.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a non-profit organisation, and the funding requested of \$190 complies with the Board's general limit of \$750 per financial year.
- 4.2.2 However, the Board's Discretionary Grant Application Criteria also states that the grant funding is limited to projects primarily within the Board area or benefiting the residents of the area. It should be noted that only 50% of the people attending the Centre are from the Kaiapoi-Tuahiwi area.

4.2.3 The Centre successfully applied for a \$500 grant from the Board in March 2025 towards the installation of a shade sail for their outside area. The Accountability Form has been received. An application submitted to the Community Board in September 2025 for funding towards the installation of blinds was declined because the Centre had already received funding earlier in the year for the installation of a shade sail, and the Board considered it appropriate to prioritise other organisations.

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

4.4 **Implications for Community Wellbeing**

There are social and cultural implications as supporting recreational and educational initiatives encourages social interaction, reduces isolation, and improves physical activity, which in turn enhances mental and physical wellbeing.

4.5 The current balance of the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant Fund is \$4,279. If the application is granted, the Board would have \$3,089 remaining for the two months of the financial year ending on 30 June 2026.

4.6 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

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

5.2 **Groups and Organisations**

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

5.3 **Wider Community**

The wider community will likely neither be affected by nor interested in the report's subject, as the project will benefit only the users of the Chris Ruth Centre.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The 2025-26 Annual Plan includes a budget provision of \$8,790 for the Kaiapoi-Tuahiwi Community Board to approve grants to community groups for the 2025/26 financial year (July 2025 to June 2026). A carryover of the 2024/25 financial year amounted to \$1,259, thereby bringing the 2025/26 Discretionary Grant Fund to a balance of \$10,049.

6.1.2 The current balance of the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant Fund is \$4,279. If both applications are granted, the Board will have \$3,089 remaining for the remaining three months of the financial year.

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

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.4 Health and Safety

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

7. CONTEXT**7.1 Consistency with Policy**

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

7.2 Authorising Legislation

Not applicable.

7.3 Consistency with Community Outcomes

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

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

7.4 Authorising Delegations

Community Boards have delegated authority to approve Discretionary Grant Funding.

What happens now?

129

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

What happens next?

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

Groups applying for Board Discretionary Grants 2025/2026

Name of group: The Chris Ruth Centre Trust

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Fundraising Manager

Contact phone number: [REDACTED]

Email: fundraiser@chrisruthcentre.co.nz

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

The Chris Ruth Centre are seeking funding for a speaker for the Kaiapoi Centre. The speaker is small enough that it is portable and able to be taken outside or to places where they are needing a speaker.

What is the timeframe of the project/event date? 1 month

Overall cost of project/event: 189.57 Amount requested: 189.57

How many people will directly benefit from this project? 39

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

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

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

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

Other (please specify): 30% Christchurch

What are the direct benefit(s) to the participants? 130

Having a portable speaker will allow the Centre to use it outside in the garden space for activities and music, use it in different rooms within the Centre, and take it to their weekly activity at Waimak Open Door.

What is the benefit(s) to your organisation?

The speaker has blue tooth and can connect to different phones and devices, allowing versatility. It is small and portable making it easy to move and transport to where is needed, and it gives off good sound quality.

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

The Chris Ruth Centre in Kaiapoi works closely with a community group called Waimak Open Door, and the people we support attend on Tuesdays which is a highlight for them. To be able to bring a speaker along for music will benefit a greater number of people than just our Centre.

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

If yes, name of parent group: _____

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

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

No fundraising has been undertaken for this project, and no other organisation has been applied to.

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

No other Council funding sources have been applied to or intend to be applied to.

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

If yes, please supply details:

Kaipoi-Tuahiwi Community Board- \$500.00 for shade sail for the Kaiapoi Centre
Waimakariri Creative Communities- \$2,174.00 for a mural project at the Kaiapoi Centre

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

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

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

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

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

Signed:  _____

Date: 26/03/26 _____



QUOTE
04/03/26 15:37:28 Rangiora
Phone No.: 0800 444 488 04:03:0033
S/Person.: 34303 Quote: 04030403260033
Salesperson : DHARSHANA M

===== QUOTE =====
[REDACTED] 08042

230165 UE BOOM 4 SPEAKER BLUE
1 @ \$ 218.00 15.0% \$ 218.00

Total Quote \$ 218.00

PRICES INCLUDE G.S.T. AT RATE SHOWN
Quote valid until 10 Mar 2026





Business Performer-00 [Switch accounts](#)

Account owner: The Chris Ruth Centre Trust [Copy](#)
 Account number: XXXXXXXXXX [Copy](#)
 Available balance: \$88,035.63

Past transactions

Showing 50 of 293

Search account

Show transactions from: to [Search](#)

Date	Description	Deposits	Withdrawals	Balance
1 Apr '26		\$207.00		\$88,035.63
1 Apr '26		\$1,449.00		\$87,828.63
1 Apr '26			\$1,644.50	\$86,379.63
1 Apr '26			\$7,324.14	\$88,024.13
1 Apr '26		\$7.50		\$95,348.27
1 Apr '26		\$958.75		\$95,340.77
1 Apr '26		\$10.00		\$94,382.02
1 Apr '26		\$780.00		\$94,372.02
31 Mar '26		\$35.93		\$93,592.02
31 Mar '26		\$250.00		\$93,556.09
31 Mar '26		\$55.28		\$93,306.09
31 Mar '26		\$100.00		\$93,250.81
31 Mar '26		\$1,000.00		\$93,150.81
31 Mar '26		\$780.00		\$92,150.81
31 Mar '26			\$136,380.27	\$91,370.81
31 Mar '26		\$200.00		\$227,751.08
31 Mar '26		\$45.00		\$227,551.08
31 Mar '26			\$650.00	\$227,506.08
31 Mar '26			\$12,266.66	\$228,156.08
31 Mar '26			\$132.31	\$240,422.74
30 Mar '26		\$500.00		\$240,555.05
30 Mar '26		\$25.00		\$240,055.05
30 Mar '26		\$1,170.00		\$240,030.05
30 Mar '26		\$195.00		\$238,860.05
30 Mar '26		\$50.00		\$238,665.05
28 Mar '26			\$42,918.49	\$238,615.05
27 Mar '26			\$55.81	\$281,533.54
27 Mar '26			\$1,310.64	\$281,589.35
27 Mar '26		\$40.00		\$282,899.99
27 Mar '26		\$20.00		\$282,859.99
27 Mar '26			\$360.00	\$282,839.99
26 Mar '26		\$975.00		\$283,199.99
26 Mar '26			\$332.70	\$282,224.99
25 Mar '26		\$50.00		\$282,557.69
25 Mar '26		\$975.00		\$282,507.69
25 Mar '26			\$2,940.74	\$281,532.69
25 Mar '26		\$50.00		\$284,473.43

Statement of Financial Position

Chris Ruth Centre

As at 31 December 2025

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 DEC 2025	31 DEC 2024
Current Assets			
Cash and Cash Equivalents		2,614,248	2,057,232
Trade receivables	2	122,021	253,308
Prepayments	2	14,342	16,644
Work In Progress - Hoon Hay Site Redevelopment		280,299	270,298
Total Current Assets		3,030,910	2,597,482
Current Liabilities			
Creditors and accrued expenses	4	430,566	366,667
GST Payable		99,622	94,392
Unused donations and grants with conditions	4	422,274	427,235
Total Current Liabilities		952,462	888,294
Total Working Capital Surplus / (Deficit)		2,078,448	1,709,188
Non-Current Assets			
Property, Plant and Equipment	3	3,176,398	3,024,404
Total Non-Current Assets		3,176,398	3,024,404
Net Assets		5,254,846	4,733,592
Accumulated Funds			
Equity		5,254,846	4,733,592
Total Accumulated Funds		5,254,846	4,733,592

The above Statement of Financial Position should be read in conjunction with the accompanying notes and audit report.



Statement of Cash Flows

Chris Ruth Centre Trust
For the year ended 31 December 2025

'How the entity has received and used cash'

	2025	2024
Cash Flows from Operating Activities		
Cash was received from:		
Non-Exchange Transactions	5,871,278	5,031,231
Rendering of Services	477,688	340,002
Non-Government Grants and Donations	220,072	67,117
Goods and Services Tax (net)	(449,499)	22,583
Total Cash was received from:	6,119,539	5,460,933
Cash was applied to:		
Payments to suppliers and employees	5,355,015	4,956,493
Total Cash was applied to:	5,355,015	4,956,493
Total Cash Flows from Operating Activities	764,524	504,440
Cash Flows from Investing Activities		
Interest, dividends and other investment revenue	74,269	77,320
Receipts from sale of investments		1,500,000
Payments to acquire property, plant and equipment	(271,776)	(61,444)
Payments to purchase investments		(1,655,287)
Work In Progress - Hoon Hay Site Redevelopment	(10,001)	(79,065)
Work in Progress - Kaiapoi Site Redevelopment		(352,053)
Total Cash Flows from Investing Activities	(207,508)	(570,529)
Cash Flows from Financing Activities		
Repayment received on loans made to other parties		800
Total Cash Flows from Financing Activities	0	800
Net Increase/(Decrease) in Cash	557,016	(65,289)
Cash and Cash Equivalents		
Opening cash	467,233	(65,288)
Closing cash	2,584,248	467,233
Net change in cash for period	2,117,015	401,945

The statement of cash flows records only those cash flows directly within the control of the Organisation. The above Cash Flow Statement should be read in conjunction with the accompanying notes and audit report.



Income Statement - Summary

Chris Ruth Centre

For the month ended 28 February 2026

	CURRENT PERIOD ACTUAL	YTD ACTUAL	ANNUAL BUDGET	REMAINING BUDGET	% BUDGET USED
Income					
Donations, fundraising and other similar revenue	363,110	690,683	5,324,573	4,633,890	13
Revenue from providing goods or services	46,076	67,504	544,699	477,195	12
Interest, dividends and other investment revenue	10,377	10,743	65,000	54,257	17
Total Income	419,564	768,930	5,934,272	5,165,342	13
Expenses					
Volunteer and employee related costs	384,133	482,897	4,818,533	4,335,636	10
Costs related to providing goods or service	51,135	143,385	963,507	820,122	15
Other expenses	13,807	23,832	129,500	105,668	18
Total Expenses	449,075	650,114	5,911,540	5,261,426	11
Operating Surplus/(Deficit)	(29,511)	118,816	22,732	(96,084)	523



Income Statement - Summary

Chris Ruth Centre

For the month ended 28 February 2026

	CURRENT PERIOD ACTUAL	YTD ACTUAL	ANNUAL BUDGET	REMAINING BUDGET	% BUDGET USED
Income					
Donations, fundraising and other similar revenue	363,110	690,683	5,324,573	4,633,890	13
Revenue from providing goods or services	46,076	67,504	544,699	477,195	12
Interest, dividends and other investment revenue	10,377	10,743	65,000	54,257	17
Total Income	419,564	768,930	5,934,272	5,165,342	13
Expenses					
Volunteer and employee related costs	384,133	482,897	4,818,533	4,335,636	10
Costs related to providing goods or service	51,135	143,385	963,507	820,122	15
Other expenses	13,807	23,832	129,500	105,668	18
Total Expenses	449,075	650,114	5,911,540	5,261,426	11
Operating Surplus/(Deficit)	(29,511)	118,816	22,732	(96,084)	523



Balance Sheet

Chris Ruth Centre

As at 28 February 2026

28 FEB 2026

31 DEC 2025

Current Assets

Cash and Bank

Petty Cash - Ashburton	100	-
Petty Cash - Kaiapoi	200	-
Petty Cash - Leacroft	200	-
Kiwibank Trust Account	315,828	423,427
Kiwibank Call Account 01	245,496	163,817
KiwiBank Cheque Replacement	1,000	1,000
Kiwibank Investments	1,716,535	2,026,004
Petty Cash - CEO	100	-
Total Cash and Bank	2,279,458	2,614,248

Trade and Other Receivables

Accounts Receivable	68,383	116,418
Provision for Impairment (of Receivables)	(20,271)	(20,271)
Prepayments	-	14,342
Sundry Debtors	-	25,874
Work In Progress - Hoon Hay Site Redevelopment	303,188	280,299
Total Trade and Other Receivables	351,301	416,661

Total Current Assets

2,630,759

3,030,910

Current Liabilities

Trade and Other Payables

Accounts Payable	54,476	51,968
PAYE	88,645	94,226
Credit Card	427	575
Sundry Creditors	11,667	12,226
Total Trade and Other Payables	155,214	158,994

GST Payable

42,918

99,622

Employee Entitlements

Holiday Pay Accrual	81,916	135,970
Wage Payable	-	134,517
Total Employee Entitlements	81,916	270,487

Other Current Liabilities

MSD-Income in Advance	140,758	422,274
Client Funds	1,046	1,084
Total Other Current Liabilities	141,804	423,358

Total Current Liabilities

421,853

952,462

Working Capital

2,208,906

2,078,448

Non-Current Assets



28 FEB 2026

31 DEC 2025

	28 FEB 2026	31 DEC 2025
Property, Plant and Equipment		
Land	1,665,949	1,665,949
Buildings	1,107,648	1,113,317
Computer Equipment	5,094	4,242
Plant & Equipment	75,016	70,190
Furniture & Fittings	40,751	38,749
Motor Vehicles	270,299	283,952
Total Non-Current Assets	3,164,756	3,176,398
Net Assets		
	5,373,662	5,254,846
Equity		
Retained Earnings	5,373,662	5,254,846
Total Equity	5,373,662	5,254,846



Investments

Chris Ruth Centre

For the month ended 28 February 2026

	BALANCE
Investments	
Kiwibank Investments	
Kiwibank 02 @ 3.55% due 03/08/2026	100,000
Kiwibank 03 @ 3.45% due 08/07/2026	100,000
Kiwibank 04 @ 1.90% due 27/03/2026	100,000
Kiwibank 09 - Property Development @ 3.55% due 21/08/2026	816,535
Kiwibank 10 @ 3.05% due 29/05/2026	300,000
Kiwibank 11 @ 3.10% due 29/06/2026	300,000
Total Kiwibank Investments	1,716,535
Savings Accounts	
Kiwibank 01 Business Online Call @ 2.30%	245,496
Total Savings Accounts	245,496
Total Investments	1,962,031



Kiwibank Trust Account Reconciliation Summary

Chris Ruth Centre Trust

As at 28 February 2026

Kiwibank Trust Account

DATE	DESCRIPTION	REFERENCE	AMOUNT
Totals Summary			
28 Feb 2026	Balance in Xero		315,827.57
	Plus outstanding payments		-
	Less outstanding receipts		-
	Plus unreconciled statement lines		-
28 Feb 2026	Statement balance (calculated)		315,827.57
28 Feb 2026	Imported statement balance		315,827.57
28 Feb 2026	Calculated balance out by		-
Balance in Xero			
28 Feb 2026			315,827.57
Statement Balances			
28 Feb 2026	Statement balance (calculated)		315,827.57
28 Feb 2026	Imported statement balance		315,827.57
28 Feb 2026	Calculated balance out by		-



02 April 2025

TO WHOM IT MAY CONCERN

Driving Miss Daisy North Canterbury has had an ongoing association with the Chris Ruth Centre Kaiapoi for the past 2 years and very happy to endorse their service.

During this time, we have witnessed their team as professional and caring towards the people in their care. They embody the mantra of enabling good lives, ensuring clients are engaged in the community through walks and activities, and empowering them to make choices where possible.

Their approach and empathy to each individual client can be seen by the output of smiles, laughter, and content, produced daily. Each person is seen to be treated with respect and we witness the growth in confidence and pride of their clients.

The Chris Ruth Centre Kaiapoi has an amazing team who are dedicated to bringing joy, and enhancing the mana, of the people in their care. This service is an amazing support and asset to the families in our community.

Sincerely,



Heather Anderson
Driving Miss Daisy – North Canterbury

2nd April 2025

To Whom it May Concern

RE: Letter of Support for the Kaiapoi Chris Ruth Centre

We are writing to support the Kaiapoi Chris Ruth Centre in their fundraising goals.

Kaiapoi Chris Ruth Centre provide incredible services for our community of adults with intellectual and physical disabilities, including:

- Supporting them to access ongoing educational opportunities.
- Providing and transporting them to recreational and sporting opportunities.
- Empowering disabled adults and their whānau to be self determining.

As a crucial provider of disability services in Waimakariri, we wholeheartedly support the Kaiapoi Chris Ruth Centre. The continued support of our community is essential to this service continuing. We thank you for your support of the Kaiapoi Chris Ruth Centre.

Yours Sincerely



Martin Pugh

Community Development Facilitator

Waimakariri District Council

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

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

Kaiapoi-Tuahiwi
Community
Board
10.136.100.2410

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

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

Kaiapoi-Tuahiwi
Community
Board
10.136.100.2410

GOVERNANCE

Kaiapoi-Tuahiwi Community Board Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-08-06 / 260316076898

REPORT TO: Kaiapoi-Tuahiwi Community Board

DATE OF MEETING: 20 April 2026

FROM: Thea Kunkel, Governance Team Leader

SUBJECT: ANZAC Day Services 2026

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


General Manager


Chief Executive

1 SUMMARY

The purpose of this report is to appoint the Kaiapoi-Tuahiwi Community Board (the Board) representation to attend the 2026 Anzac Day services around the Kaiapoi-Tuahiwi area and for the representative(s) to lay wreaths on behalf of the community.

2 RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Board:

- (a) **Receives** report No. 260316076898.
- (b) **Appoints** Board member(s)....., to attend the Kaiapoi Dawn Service to be held at 6.30am on Saturday, 25 April 2026, at the Kaiapoi War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (c) **Appoints** Board member(s) to attend the Kaiapoi Citizens' Anzac Day Service to be held at 9.45am on Saturday, 25 April 2026, at the Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath.

3 BACKGROUND

- 3.1 Anzac Day will be commemorated on Saturday, 25 April 2026, and it is normal for a representative of the Community Boards to attend the services and lay wreaths on behalf of the community.
- 3.2 Representatives from the Community Boards will lay wreaths on behalf of the community at the Woodend, Kaiapoi Citizens, Oxford, and Rangiora services, which Councillors will also attend. Community Board representatives will also lay wreaths alongside Council representatives at other Anzac Day services.

4 ISSUES AND OPTIONS

- 4.1 Three services will be held in the Waimakariri District on Friday, 24 April 2026, starting with a service at the Ohoka Hall (Mill Road), followed by services at the Sefton Domain and the Woodend Community Centre.

- 4.2 All other services will be held on Saturday, 25 April 2026, with the service in Rangiora taking place at the Rangiora Cenotaph. However, the Council and the Rangiora-Ashley Community Board will also lay a wreath at the Wall of Remembrance at Rangiora High School.
- 4.3 The Ashley School will commemorate ANZAC Day with a short ceremony on Thursday, 2 April 2026, at 2.15pm in the Ashley School Hall. Staff approached the school; it is advised that this is a school function and, therefore, no Community Board representative has been sought to be present.
- 4.4 On Saturday, 25 April 2026, the Kaiapoi Citizens' Service will be held at 9.45am at the Kaiapoi Cenotaph (Trousselot Park). However, members are also invited to the dawn service at 6.30am at the War Memorial at Raven Quay. Community participation is welcome at this service. A breakfast for 100 people will follow the dawn service at the Kaiapoi Club. This is a pre-ticketed event.
- 4.5 The primary service in Oxford will be held at the Oxford Cenotaph. A more intimate service will be held at the Cust Cenotaph, followed by a procession to the West Eyreton Memorial Gates for a wreath blessing and a community cuppa in the West Eyreton Hall.
- 4.6 The times of the services are:

Friday 24 April 2026:	Ohoka Hall	11am
	Woodend War Memorial	6pm
	Sefton Domain Service	6pm
Saturday 25 April 2026:	Pegasus Dawn Service	5.55am
	Dawn Parade – RSA Rangiora	6.30am
	Kaiapoi War Memorial Service	6.30am
	Oxford Cenotaph Service	9.30am
	Rangiora High School Service	9.30am
	Kaiapoi Citizens' Service	9.45am
	Cust Cenotaph Service	10am
	Fernside Service	10am
	Rangiora Cenotaph Service	11:30am
	West Eyreton Service	11.30am
	Loburn War Memorial	1.30pm

4.7 **Implications for Community Wellbeing**

The commemoration of Anzac Day has been ingrained in New Zealand culture since 1916. Many community members attend parades and/or commemorative ceremonies to acknowledge the sacrifices made by New Zealand's armed forces.

- 4.8 The Management Team have reviewed this report and supports the recommendations.

5 **COMMUNITY VIEWS**

5.1 **Mana Whenua**

The Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter of this report. Many Ngāi Tūāhuriri ancestors fought in both World Wars, and their legacy should be honoured.

5.2 **Groups and Organisations**

Staff assist the local RSA representatives with traffic management plans, advertising services, and service sheets.

5.3 Wider Community

The events will be advertised before the day (in local newspapers, on the Council web, and on Council Service Centre TV screens), outlining the time and place of ceremonies in the Waimakariri District. The community is most welcome and encouraged to attend one or more services.

The community expects Anzac Services to be held in the district. These are public events, and everyone is welcome to attend.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 Financial Implications

The costs associated with wreaths, advertising, traffic management, service sheets, and staff time are met from the Governance Budget under GL10.135.343.2465, which provides a total allocation of \$19,900 for all Anzac Day events across the district. The anticipated expenditure for these events is outlined below, noting that the figures are approximate at the time of preparing this report:

Traffic Management	\$15,000
Wreaths (18)	\$ 4,050
Staff Cost	\$ 1,550
Service Sheets	\$ 500
Total	\$21,100

The Council's Greenspace Team undertakes maintenance work at the various memorial sites prior to ANZAC Day to ensure the public areas are showcased at their best. However, this work is considered part of annual maintenance. The Council's Greenspace Team also provides annual grants of \$4,000 to various RSAs to cover miscellaneous costs associated with hosting the Anzac Day Services. The Council also covers the \$5,334.68 cost of hiring a sound system for the main Kaiapoi and Rangiora Services through the Recreation budgets.

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

The adoption/implementation of the recommendations in this report does not involve risks. Traffic management plans have been implemented in conjunction with the RSAs.

6.4 Health and Safety

The local RSA, which will host the various services, will oversee all health and safety-related issues.

7. CONTEXT

7.1 Consistency with Policy

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

7.2 Authorising Legislation

Not applicable.

7.3 Consistency with Community Outcomes

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

7.4 Authorising Delegations

Not applicable.

KAIAPOI-TUAHIWI COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of March 2026

Member' Name: Philip Redmond

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e, Events, meetings, e-mails</i>	<i>i.e, Community Feedback and Concerns</i>	<i>i.e, Call for report, refer to Council, Service Request</i>
<i>Airfield Advisory Group</i>	<ul style="list-style-type: none"> • <i>Restructuring in progress to become a user group</i> • <i>Re-seeding occurring of runway and taxi areas</i> • <i>Over 40,000 movements pa, considering whether to become a certifying airfield</i> 	
<i>Annual Hui with Ngai Tuahuriri at Tuahiwi on 3 March</i>	<ul style="list-style-type: none"> • <i>Good dialogue and discussions</i> 	
<i>Passchendaele Advisory Group</i>	<ul style="list-style-type: none"> • <i>Chaired inaugural meeting on 5 March</i> • <i>Nominated Community Representatives to Council which were approved – Neville Atkinson, Russell Keetley and Aaron Clark</i> • <i>We will be meeting quarterly</i> 	
<i>Volunteer Expo at Rangiora Library – 6 March</i>	<ul style="list-style-type: none"> • <i>Very well supported and a good attendance</i> • <i>One complaint from a user that disruptive and not an appropriate venue</i> 	
<i>Visited the former motel complex on Percival Street – 9 March</i>	<ul style="list-style-type: none"> • <i>This has been remodelled by Cara for social housing</i> • <i>Well run with support from local agencies</i> • <i>Approximately 14 units</i> 	
<i>Pegasus Cuppa – 11 March</i>		
<i>Courtney Drive Elderly Persons Complex visit</i>	<ul style="list-style-type: none"> • <i>Nearing completion</i> • <i>Chaired Property Asset Working Group</i> • <i>Self-supporting overall</i> 	
<i>Mayors Taskforce for Jobs Breakfast – 12 March</i>		

<i>Residents Meeting at Baynons Road</i>	<ul style="list-style-type: none"> • <i>This was in relation to gravel extraction haulage routes</i> • <i>Ongoing with residents</i> • <i>Mitigations proposed relating to days and hours of operation, speed limits, signage etc</i> • <i>Residents are seeking an alternative route</i> • <i>Essentially an ECan and NZTA matter.</i> 	
<i>ECan Drop In at Rangiora Airfield regarding Stop Bank Improvements</i>	<ul style="list-style-type: none"> • <i>A number of option some of which could prejudice airfield in future eg Daniel Smith proposal.</i> 	
<i>Opened Annie Currie Platform at Waikuku Estuary and cut ribbon</i>	<ul style="list-style-type: none"> • <i>A generous legacy from Annie funded this project</i> • <i>Attended by her family and the Ashley Rakahuri River Care Group , Friends of Tuhaitara Coastal Park and local residents.</i> • <i>An ecological gem</i> • <i>Accessible to all users.</i> 	
<i>Oxford A&P Show – 11 April</i>	<ul style="list-style-type: none"> • <i>Very well attended</i> • <i>Council staff and a few elected members present to discuss Annual Plan, Get Ready, Library and recycling.</i> 	

- * *The purpose of this exchange is to provide a short update to other members in relation to activities/meetings that have been attended or to provide general Board related information.*
- * *Members are urges to submit written information exchange in time for inclusion in the Community Board Agenda for the community's benefit.*

KAIAPOI-TUAHIWI COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE**

For the month of March 2026

Member' Name: Brent Cairns

- Food Secure North Canterbury – hosted 2 weekends of edible garden/farm visits to encourage people to learn how to grow their own food... was popular and will look like it will be an ongoing event.
- Homeless discussion with Rangiora Retailers hosted by Matt Doocey. Talks were about those taking up home on the main street of the likes of Rangiora... and the wider issue of homelessness.
- Rangiora Townhall has reached 100 years old. Multiple meetings held to arrange an event to celebrate.
- Norman Kirk, Kaiapoi new playground has been reviewed after users feedback and elements have been tweaked as has signage been added to Currie Park in Kaiapoi.. its good to get feedback from users, so Greenspace team can take that info on board and make changes.
- Annie Currie Bird observation platform in Waikuku estuary has been opened.
- 20 Elder Person units being built in Kaiapoi are not far away from being completed.
- North Canterbury Neighbourhood Support has after many months of discussions with members has changed from an incorporated society to a charitable trust. At some point the trust may call for representatives from Com boards to join the management committee.
- Work is being done Re Events plan, re where Council provides funding for events and to promotions associations. Establishing how we can do things better and how funding could relate to outcomes.
- Kaiapoi River festival had around 7000 people attend. Next year will be bigger.
- Draft annual plan public open discussions have had low turn outs. Thus far around 20 submissions have been made, with the close off date of being the 20th April.
- Attended Baynons road residents meeting where they were concerned about the amount of trucks down this road to transport gravel to Woodend Bypass.
- Govt officials from Wellington visited Council to hear about Waimakariri Welcoming community plan.
- Race Unity Poster competition was held again this year...this was the 4th year, where schools had students design posters around a theme.
- Woodend Pegasus Area strategy was a well run event, with some great ideas put forward about the future look of this area. Ravenswood will potential be the central hub.
- New art gallery has opened in Kaiapoi
- New Art education business has opened in Rangiora.

- Schmuck jewellery exhibition has opened in Rangiora Chamber gallery.
- Indian community held a colour festival in Victoria Park Rangiora.
- Community centre in Pegasus has the roof on.
- ENC are holding an online discussion with Brad Olsen re Impact of Global instability and oil shocks... 23rd April

KAIAPOI-TUAHIWI COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE FOR MARCH 2026****Member's Name: Shona Powell**

- Volunteer expo at Rangiora Library – this attracted many groups and with a lot of visitors, many of them found some new volunteers.
 - Visit to new one-bedroom units for the elderly in Kaiapoi. These will be available in early May. They will have a shared energy system will provide hot water and heating to a minimum temperature and is included as part of the rent. Council received some funding toward the project from the Ministry of Housing and Urban Development and Rata Foundation.
 - Business case for the Rangiora Eastern Link (REL), has been submitted to NZTA for co-funding consideration as part of the Government's National Land Transport Programme (NLTP).
 - Mayors taskforce for Job Business Breakfast saw business representatives finding out more about the scheme and some employers are now looking at how they can be part of it.
 - Representatives from NZ Post answered questions around the proposed closure of local outlets and confirmed the opening of an agency at Unichem in Ravenswood. Points raised with them were the rural nature of Waikuku Beach and the reliance on post boxes and the lack of public transport. It was also raised around the difficulty Pegasus residents faced getting across SH1 safely and the lack of service particularly for the elderly and those with mobility issues. There are no plans to install a street receiver in Ravenswood or Pegasus.
 - Attended the opening of the Annie Currie viewing platform overlooking the Ashley Rakahuri estuary in Waikuku Beach. The Ashley Rakahuri Rivercare Group received a bequest from Annie Currie and with help from any people the platform was built and is proving very popular.
 - North Canterbury Health Hub and After-hours build in Rangiora has reached a milestone with the roof on. Almost closed in with windows being installed now. Site visit by steering group meant we were able to appreciate the size and layout.
 - Woodend Pegasus Area Strategy Review survey has been live on the Council website. The first of two workshops with stakeholders was held on 1st April. These workshops and the information from the survey will help develop the draft Strategy.
- * *The purpose of this exchange is to provide a short update to other members in relation to activities/meetings that have been attended or to provide general Board-related information.*
- * *Members are urged to submit written updates in time for inclusion in the Community Board Agenda for the community's benefit.*