Agenda

Kaiapoi-Tuahiwi Community Board

Monday 16 November 2026

5pm

Kaikanui Room
Ruataniwha 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

WAIMAKARIRI
DISTRICT COUNCIL

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Board Members
KAIAPOI-TUAHIWI COMMUNITY BOARD

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 16 NOVEMBER 2026 AT 5PM.

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

BUSINESS *PAGES*

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION OF MINUTES

3.1 **Minutes of the Kaiapoi-Tuahiwi Community Board – 19 October 2026**

8-15

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 19 October 2026, as a true and accurate record.

3.2 **Matters Arising (From Minutes)**

4 DEPUTATIONS AND PRESENTATIONS

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 **Installation of Gecko Sculpture in Kaiapoi Lakes – Mel Foster (Community Development Facilitator – Arts Strategy Implementation) and Mike Kwant (Senior Ranger Biodiversity)**

16-26

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 260924290730.

(b) **Approves** installation of the sculpture in the Kaiapoi Lakes Reserve.

(c) **Notes** that the Kaiapoi Lakes project budget is forecast to be underspent at the end of the current financial year and, as a result, the proposed contribution of $2,663 to cover installation costs can be accommodated within the existing budget allocation without adversely affecting the delivery of the wider project.

(d) **Notes** that the artwork would be maintained through existing budgets utilising Council contractors. It is envisaged that a gentle clean will only need to be done every five years, and/or as may be required, at cost of around $250.00.

(e) **Notes** that the proposed location of the sculpture in Kaiapoi Lakes is supported by WPAT and Greenspace also fitting with the Waimakariri Natural Environment Strategy and wider purpose of Kaiapoi Lakes.

(f) **Notes** that the installation of the statue is aligned with the Waimakariri Natural Environment Strategy, Waitaha Canterbury Biodiversity Strategy and Aotearoa New Zealand Biodiversity Strategy, connecting people and nature.

6.2 **Whakahume Cam River Interpretation Signs – Chrissy Taylor-Claude (Parks Officer)**

27-38

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 260915280317.

(b) **Approves** the installation of a sign on the stop bank of the Whakahume Cam River near Smith Street Kaiapoi, (Trim: 261021341072) subject to Environment Canterbury approval.

(c) **Notes** that the project enables Te Ngāi Tūāhuriri to share their stories and history in a public and accessible way. The signage provides an opportunity for the wider community to learn about the cultural significance of the Whakahume Cam River and better understand the history of the district from a mana whenua perspective.

(d) **Notes** that Te Ngāi Tūāhuriri Rūnanga have dedicated considerable time to this project due to the value they see in sharing their stories and cultural heritage with residents and visitors to the district.

(e) **Notes** that Te Ngāi Tūāhuriri Rūnanga intend to continue sharing and gifting their stories, history and cultural narratives associated with the Whakahume Cam River through a series of interpretation signs over time, with future proposed sign locations to be presented to the Kaiapoi-Tuahiwi Community Board for consideration and approval.

(f) **Notes** the cost to create and install one sign is expected to be $2,178.08 and will be funded through the Arohatia te Awa budget (5103 PJ101554) which is a capital project and the PJ code is a capital works code and this works as part of that program.

(g) **Notes** the Arohatia te Awa Working Group have approved allocation of $5,000 to the design and installation of the project. This will leave $2,821.92 allocated for further interpretation signage. Any future signs requiring additional budget over this amount would go back to the Arohatia te Awa Working Group to request and approve budget as appropriate.

(h) **Notes** as this was a planned capital expense, operational budgets have been set to reflect this signage project, and any future maintenance costs would be covered through greenspace operational budgets (5103 PJ101097).

6.3 **Applications to the Kaiapoi-Tuahiwi Community Board's 2026/27 Discretionary Grant Fund – Aislin Connor (Governance Support Officer)**

39-67

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 261103356131.

(b) **Approves** a grant of $..... to the Northern Phoenix Paddling Club Inc. towards purchasing a GPS Speedcoach device.

OR

(c) **Declines** the application from Northern Phoenix Paddling Club Inc.

(d) **Approves** a grant of $..... to the Kaiapoi Community Garden towards repairs and improvements to the irrigation for the community garden.

OR

(e) **Declines** the application from the Kaiapoi Community Garden.

7 CORRESPONDENCE

7.1 **Thank You Letter from Comcol North Canterbury** *68-70*

7.2 **Thank You Card from Big Brothers Big Sisters of North Canterbury** *71-72*

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Thank You Letter from Comcol North Canterbury (Trim: 261111367874).

(b) **Receives** the Thank You Card from Big Brothers Big Sisters of North Canterbury (Trim: 261111367934).

8 CHAIRPERSON'S REPORT

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

The Chairperson will provide a verbal report at the meeting.

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 **Woodend-Sefton Community Board Meeting Minutes 13 October 2026.**

9.2 **Rangiora-Ashley Community Board Meeting Minutes 21 October 2026.**

9.3 **Council Meeting Schedule for 2027 – Report to Council Meeting 6 October 2026 – Circulates to all Boards.**

9.4 **Health, Safety and Wellbeing Report 18 August 2026 to 21 September 2026 – Report to Council Meeting 6 October 2026 – Circulates to all Boards.**

9.5 **Cam River Enhancement Fund Projects for 2026-2027 – Report to Utilities and Roading Meeting 13 October 2026 – Circulates to Rangiora-Ashley and Kaiapoi-Tuahiwi Community Boards.**

9.6 **Drinking Water Quality and Compliance Annual Report 2025/26 – Report to Utilities and Roading Committee Meeting 13 October 2026 – Circulates to all Boards.**

9.7 **Annual Report on Dog Control 2025/2026 – Report to District Planning and Regulation Committee Meeting 13 October 2026 – Circulates to all Boards.**

Public Excluded

9.8 **Rangiora High Street Water Main Update – Report to Council Meeting 6 October 2026 – Circulates to all Boards.**

RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board

(a) Receives the information in Items 9.1 to 9.7.

(b) **Receives** the separately circulated public excluded information in Item 9.8.

Note:

1. The links for Matters for Information were previously circulated to members as part of the relevant meeting agendas.
2. Hard copies of the public excluded items were circulated to members separately.

MEMBERS' INFORMATION EXCHANGE

9.9 **Tim Bartle** *73*

(Trim: 261111367831).

9.10 **Philip Redmond** *74-77*

(Trim: 261111367839).

9.11 **Shona Powell** *78-79*

(Trim: 261111367841).

9.12 **Brent Cairns** *80-82*

(Trim: 261111367859).

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.

10 CONSULTATION PROJECTS

10.1 **Draft Waimakariri Events Plan**

https://letstalk.waimakariri.govt.nz/draft-waimakariri-events-plan

10.2 **Local Alcohol Policy**

https://letstalk.waimakariri.govt.nz/local-alcohol-policy

10.3 **Proposed Signage Bylaw 2026**

https://letstalk.waimakariri.govt.nz/proposed-signage-bylaw-2026

Consultation closes Sunday 6 December 2026.

11 BOARD FUNDING UPDATE

11.1 **Board Discretionary Grant**

Balance as at 31 October 2026: $10,026.

11.2 **General Landscaping Budget**

Balance as at 31 October 2026: $32,250, Greenspace to confirm.

12 MEDIA ITEMS

13 QUESTIONS UNDER STANDING ORDERS

14 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 5pm, Monday 14 December 2026 in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

Workshop

- *Parking Time Restriction Change at 124 Williams Street, Kaiapoi – Nithin Puthupparambil (Transportation Engineer) and Shane Binder (Senior Transportation Engineer) 10mins*
- *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, 19 OCTOBER 2026, AT 5PM.

PRESENT

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

IN ATTENDANCE

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

K LaValley (General Manager Planning, Regulation and Environment), J Mason (Landscape Architect), and A Connor (Governance Support Officer).

1 APOLOGIES

Nil.

2 CONFLICTS OF INTEREST

Nil.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 21 September 2026

Moved: R Keetley Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 21 September 2026, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

J Watson noted that confusion seemed to have arisen from Item 6.7 *"Appointment of a Board representative to the Silverstream Residents Volunteer Group"*, which referred to the appointment of a representative to the Silverstream Residents Volunteer Group. She clarified that the appointment should have referred to the Silverstream Reserve Advisory Group.

A Connor advised that staff were reviewing the Group's Terms of Reference, which were approximately 12 years old. It was noted that, once the Community and Recreation Committee approved the revised Terms of Reference, a report would be presented to the Board seeking the appointment of a Board representative to the Silverstream Reserve Advisory Group.

4 DEPUTATIONS AND PRESENTATIONS

Nil.

5 ADJOURNED BUSINESS

Nil.

Unconfirmed

6 REPORTS

6.1 **Request for Approval of Concept Plan and Allocation of Funds towards Installation Costs of Commemorative Seat in the Kaiapoi Community Hub** – J Mason (Landscape Architect)

J Mason took the report as read and welcomed any questions.

J Watson sought clarification regarding the proposed location of the seat. In response, J Mason advised that the seat would be located adjacent to the new MenzShed facility, alongside the pathway connecting to the road, and would overlook the former NCF park area. She noted that staff had inspected the site and considered it to be an appropriate location for both the seat and the associated camellia planting.

In response to a question from A Campbell, J Mason advised that the seat would be positioned alongside the existing footpath and angled to provide an improved outlook.

B Cairns advised that he had been informed that the Kaiapoi Garden Club and a representative of the Kaiapoi River Market wished to donate seats for the reserve. He asked whether, if a group donated a seat, the Board's Landscaping Budget would need to cover the installation costs or whether the group could arrange and fund the installation independently. J Mason explained that seat installations were required to be managed by the Council to ensure compliance with Council standards and ongoing maintenance requirements. She noted that, in this instance, the groups had requested that the Council meet the installation costs. However, should a group wish to obtain its own quote and fund the installation, the Council would work with the group to support the process and ensure the installation met the required standards.

In response to a concern raised by P Redmond, J Mason advised that discussions were underway regarding fencing and the appearance of the MenzShed site. She understood that requirements were in place to ensure the area was maintained in a tidy condition and undertook to follow up on the matter.

B Cairns further noted that he and C Brown had met with MenzShed representatives, who advised they were committed to tidying the site over the coming weeks through volunteer effort.

Moved: J Watson Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 260924290550.

(b) **Approves** the Concept Plan (Trim: 260917283188) and installation of a commemorative bench and associated Camellia planting within the Kaiapoi Community Hub adjacent to the Kaiapoi MenzShed.

(c) **Approves** the allocation of $1,300.00 from the Board's General Landscaping Budget for the installation of the concrete pad and mounted bench seat.

(d) **Notes** this is a community-led initiative from Volunteering Canterbury with support of Kaiapoi MenzShed.

(e) **Notes** with appreciation the donation of the Camelias, bench and plaque from Volunteering Canterbury with support of Kaiapoi Menz Shed, who are constructing the seat.

(f) **Notes** that, should the recommendations in this report be approved, the plaque will also acknowledge the support of the Kaiapoi-Tuahiwi Community Board.

Unconfirmed

(g) **Notes** that the Board received an annual allocation of $29,290, none of which has been currently allocated to projects. If approved, this would leave $27,990 remaining for further allocation.

(h) **Notes** that staff will bring a report to the Board for allocation of it Landscaping Budget in December 2026 however, as the opening for the facility is planned for 3 December 2026, this project has been brought as a standalone request.

(i) **Notes** should the Board not approve the initiative, there is a risk that the seat will not be installed prior to the opening or until further funds are identified.

CARRIED

T Bartle thanked staff for the detailed report and supported the motion.

J Watson also supported the motion, noting that she did not have any concerns about the Board meeting the installation costs for seats that had been donated by community organisations. She considered it positive that groups were contributing to the reserve and welcomed the community involvement.

6.2 **Application to the Kaiapoi-Tuahiwi Community Board's 2026/27 Discretionary Grant Fund** – A Connor (Governance Support Officer)

A Connor advised that a funding application had been received from ComCol North Canterbury towards its Art Connect 2026/27 project. They sought $700 in funding; however, the application did not meet the Board Discretionary Grant Criteria, as only about 20% of the anticipated beneficiaries lived in the Kaiapoi-Tuahiwi area. She noted that the Board should take that into consideration when assessing the application.

R Keetley sought the location of the murals and A Connor reported they would be located at the ComCol facility in Rangiora.

T Bartle sought clarification regarding the inclusion of labour and wage costs within the project budget and asked whether the Board could fund wages. A Connor explained that discretionary grant funding could be used for wage costs, as the funding criteria were guidelines rather than strict rules. However, there was generally a distinction between ongoing employment costs and one-off project-related costs. A Connor noted that some expenditure categories could be less clear-cut, as labour costs could form part of the delivery of a specific project or activity. The Board therefore had discretion to determine whether the proposed wage costs were an appropriate use of grant funding.

S Stewart queried whether programmes of this nature were already funded through the organisation's education funding streams and noted similarities to previous discussions regarding funding requests associated with educational institutes. T Bartle noted the application indicated the project would proceed if funding was not obtained, suggesting alternative funding sources were available.

In response to a question from P Redmond, A Connor stated the Board could determine the purpose for which any funding was granted and could stipulate that funding be used solely for materials.

Moved: J Watson Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 261006302793.

(b) **Approves** a grant of $250 to Comcol North Canterbury towards the Art Connect 2026/27 project.

CARRIED

Unconfirmed

R Keetley expressed concern regarding the application, noting that only five of the 25 participants were expected to be from the Kaiapoi-Tuahiwi area. Given the limited direct benefit to the local community, he indicated that he would be comfortable supporting a grant of $250 rather than the full amount requested.

J Watson concurred with R Keetley's comments and further noted that the proposed mural would not be located within the Board's area.

6.3 **Kaiapoi-Tuahiwi Community Board Meeting Dates from February 2027 to December 2027** – A Connor (Governance Support Officer)

A Connor presented the report and there were no questions from elected members.

Moved: J Watson Seconded: H Carroll

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 261007303901.

(b) **Resolves** to hold Board meetings at the Ruataniwha Kaiapoi Civic Centre, Williams Street, Kaiapoi, commencing at 5pm, on the following dates:

- 15 February 2027.
- 15 March 2027.
- 19 April 2027.
- 17 May 2027.
- 21 June 2027.
- 19 July 2027.
- 16 August 2027.
- 20 September 2027.
- 18 October 2027.
- 15 November 2027.
- 13 December 2027.

CARRIED

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for September 2026

J Watson reported that an exhibition relating to the history of the Kaiapoi Bridge was on display at the Art on the Quay Gallery in Kaiapoi. She advised that the exhibition was arranged to fill a gap in the gallery schedule, coinciding with the opening of the upgraded Kaiapoi Bridge balustrades, and featured historical photographs selected from the Kaiapoi Museum collection. J Watson noted that the exhibition included historic scenes from earlier eras, including river regattas featuring Victorian-era participants and other significant community events. The exhibition also included the upgraded bridge design concepts provided by Mel Eaton.

Unconfirmed

J Watson further reported that she had attended the opening of the Pegasus Community Centre and described the facility as an outstanding community asset. She noted that the centre's attractive location overlooking the lake would be a significant addition to the Pegasus community. J Watson further commented that the facility demonstrated the value of dedicated community gathering spaces and suggested that the provision of a similar space in Kaiapoi may warrant future consideration.

Moved: J Watson Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** the report from the Kaiapoi-Tuahiwi Community Board Chairperson (Trim: 261014330487).

CARRIED

9 MATTERS REFERRED FOR INFORMATION

9.1 Oxford-Ohoka Community Board Meeting Minutes 2 September 2026.

9.2 Woodend-Sefton Community Board Meeting Minutes 14 September 2026.

9.3 Rangiora-Ashley Community Board Meeting Minutes 9 September 2026.

9.4 Approval of Draft North East Waimakariri Urban Plan: Shaping the Future of Woodend, Pegasus and Ravenswood as One Connected Community for Public Consultation – Report to Council Meeting 1 September 2026 – Circulates to all Boards.

9.5 Adoption of CCTV and Other Recording Devices Policy – Report to Council Meeting 1 September 2026 – Circulates to all Boards.

9.6 Annual Report to the Alcohol Regulatory and Council Meeting 1 September 2026 – Circulates to all Boards.

9.7 Method of Voting to be Used for 14 October 2028 Local Authority Elections – Report to Council Meeting 1 September 2026 – Circulates to all Boards.

9.8 Health, Safety and Wellbeing Report July 13 2026 to August 17 2026 – Report to Council Meeting 1 September 2026 – Circulates to all Boards.

9.9 Northern Pegasus Bay Bylaw update, Implementation Plan progress and results of the Beach User Survey 2026 – Report to Community and Recreation Committee Meeting 15 September 2026 – Circulates to all Boards.

9.10 Aquatics August Update – Report to Community and Recreation Committee Meeting 15 September 2026 - Circulates to all Boards.

9.11 Libraries Update to September 2026 – Report to Community and Recreation Committee Meeting 15 September 2026 – Circulates to all Boards.

Moved: J Watson Seconded: P Redmond

THAT the Kaiapoi-Tuahiwi Community Board

(a) Receives the information in Items 9.1 to 9.11.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

R Keetley:

- Attended the monthly Kaiapoi Museum and Historical Society meeting.
- Attended Waimakariri Biodiversity Trust workshop and meeting.
- Attended the Passchendaele Memorial Service. Long-standing citizen Bill Hopkinson was presented with a long-lost medal.

Unconfirmed

- Attended the Kaiapoi RSA Executive Meeting.
- The NCF Freezing Works had a reunion at the Kaiapoi Club to commemorate the 35 years since the closure of the freezing works.

A Campbell:

- Attended the Teams meeting regarding the update on the Headstart proposal.

S Powell:

- S Powell's information exchange was included in the agenda.
- The Give a Little Page for the Liberty Swing had been launched.
- Attended the Pegasus Community Centre opening and public open day. Feedback on the setting, workmanship, and layout was positive.
- Attended the blessing at Rangiora Health Hub.

B Cairns:

- B Cairns' Information Exchange report had been included in the agenda.
- Reported that the Silverstream and the Sterling had organised a community clean-up day.
- Attended the Special General Meeting of the Kaiapoi Club. He noted that the Club operated as a Friendly Society and therefore could not borrow funds. He further advised that members had resolved to change this arrangement to enable the Club to borrow funds in the future.
- The Shine Tribe, a group supporting people with disabilities through a range of creative, social, and community-based activities, had been involved in the development of the mini food forest opposite the Pines Beach Hall.

S Stewart:

- S Stewart's information exchange was included in the agenda.
- Attended the Coastal Drainage Advisory Group meeting. The Chairperson raised concerns about options for the Ashley/Rakahuri Stopbank.
- Nominations were open for the Waimakariri Environmental Awards.
- The Biodiversity Trust were looking for a new Trustee/Treasurer.

H Carroll:

- Attended a Darnley Club meeting. They were preparing for year-end.

T Bartle:

- Encouraged members to view the recent Local Government New Zealand (LGNZ) briefings, noting that they had featured politicians and government representatives discussing proposed changes affecting local government. He advised that the briefings provided useful insight into the potential impacts of these changes on councils and their communities.
- Attended an Environment Canterbury (ECan) session titled "A Sector in Flux", which included presentations from consultants and discussion on the challenges facing local government. It was noted that councils were currently facing multiple concurrent pressures, including:
    - Financial sustainability challenges;
    - Reform of the planning system;
    - Proposed rates caps;
    - Head Start local government reorganisation proposals;
    - Bird flu and El Niño,
    - The implications of the upcoming general election.

Unconfirmed

Many of these issues were interconnected, with decisions in one area influencing outcomes in others and creating a complex operating environment for local government.

- The Ashley/Rakahuri River was deemed one of the higher-risk rivers in the country should a failure occur.

P Redmond:

- P Redmond's information exchange was included in the agenda.
- Kaiapoi Promotions Association had free membership for the first year.
- Local Government New Zealand Conference in Rotorua:
  - The conference included a number of keynote speakers and panel discussions, including sessions on climate risk, insurance, council liability, and local government reform.
  - One presenter noted that New Zealand invested heavily in infrastructure compared with other OECD countries but achieved comparatively poor outcomes, highlighting concerns regarding the efficiency of infrastructure investment.
  - The Minister of Local Government Simon Watts attended the conference and was questioned regarding the Head Start proposal process and the timing provided for councils to prepare submissions. The Government remained committed to local government reform aligned with the proposed planning and environmental management system reforms.
  - A conference speaker also commented that local government reorganisation could still occur under existing legislative provisions without requiring an accelerated process.
  - The results of a recent LGNZ survey, which indicated:
    - respondents generally believed decisions regarding the number and size of councils should be made by local communities and local government rather than central government;
    - there was strong support for central government funding costs imposed on councils and ratepayers;
    - support for rates caps declined when respondents were presented with the potential consequences, such as reduced services, reduced infrastructure investment, or increased user charges;
    - the majority of respondents considered local government performance to be average to very good; and
    - respondents expressed greater trust in local councils to make decisions for their communities than in central government.
- Attended former Councillor and current Rangiora-Ashley Community Board member Robbie Brines funeral service.

11 CONSULTATION PROJECTS

11.1 2026 Environmental Awards

https://letstalk.waimakariri.govt.nz/2026-environmental-awards

Consultation would close on Friday 30 October 2026.

The Board noted the consultation project.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 30 September 2026: $10,276.

Unconfirmed

12.2 **General Landscaping Budget**
Balance as at 30 September 2026: $32,250.

The Board noted the Funding Updates.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

16 NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board was scheduled for 5pm, Monday 16 November 2026 in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.38PM.

CONFIRMED

_____
Chairperson

_____
Date

Unconfirmed

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	CMS-17-02 / 260924290730
REPORT TO:	KAIAPOI TUAHIWI COMMUNITY BOARD
DATE OF MEETING:	16 November 2026
AUTHOR(S):	Mel Foster, Community Development Facilitator – Arts Strategy Implementation Mike Kwant, Senior Ranger Biodiversity
SUBJECT:	Installation of Gecko Sculpture in Kaiapoi Lakes
ENDORSED BY: (for Reports to Council, Committees or Boards)	General Manager / Chief Executive

1. SUMMARY

1.1. This report seeks approval from the Kaiapoi Tuahiwi Community Board for the installation of a limestone gecko sculpture within Kaiapoi Lakes Reserve. The sculpture, created by New Zealand artist Donald Buglass, will be gifted to Council through the Waimakariri Public Arts Trust (WPAT). The sculpture is being donated by local resident, Miranda Hales.

1.2. The proposed location has been identified jointly by Council staff and WPAT and aligns with recent biodiversity initiatives undertaken within the reserve, including lizard habitat enhancement and species relocation projects. The installation supports Council's objectives of connecting people with nature and celebrating the district's indigenous biodiversity and environmental values.

1.3. Installation costs of approximately $2,663 will be funded from the existing Kaiapoi Lakes Development capital budget, with future maintenance requirements expected to be minimal and accommodated within existing operational budgets. Legal arrangements for the transfer of ownership and liability will be completed.

1.4. The sculpture will contribute to the cultural, environmental and social wellbeing of the community by enhancing a significant public reserve, encouraging engagement with the natural environment, and adding to the district's public art collection. Staff consider the proposal to be consistent with the objectives of the Waimakariri Natural Environment Strategy and recommend approval.

Attachments:

i. Artwork Gift Transfer Agreement TRIM: 261014331016

2. RECOMMENDATION

THAT the Kaiapoi Tuahiwi Community Board:

(a) **Receives** Report No. 260924290730.

(b) **Approves** installation of the sculpture in the Kaiapoi Lakes Reserve.

(c) **Notes** that the Kaiapoi Lakes project budget is forecast to be underspent at the end of the current financial year and, as a result, the proposed contribution of $2,663 to cover installation costs can be accommodated within the existing budget allocation without adversely affecting the delivery of the wider project.

(d) **Notes** that the artwork would be maintained through existing budgets utilising Council contractors. It is envisaged that a gentle clean will only need to be done every five years, and/or as may be required, at cost of around $250.00.

(e) **Notes** that the proposed location of the sculpture in Kaiapoi Lakes is supported by WPAT and Greenspace also fitting with the Waimakariri Natural Environment Strategy and wider purpose of Kaiapoi Lakes.

(f) **Notes** that the installation of the statue is aligned with the Waimakariri Natural Environment Strategy, Waitaha Canterbury Biodiversity Strategy and Aotearoa New Zealand Biodiversity Strategy, connecting people and nature.







Fig 1, 2 and 3 – Gecko sculpture

3. BACKGROUND

3.1. The purpose of Waimakariri Public Arts Trust (WPAT) is to promote art and culture in the Waimakariri District, raise funds to enable the commission of artworks, educate the public about art and artists, and support arts projects and events in the community.

3.2. WPAT has been gifted a Donald Buglass limestone sculpture for display in a public space by current owner, Miranda Hales. WPAT has indicated acceptance of the gift, however intends for this gift to be transferred to Council to own. Miranda Hales will grant ownership to Council via WPAT (Attachment i).

3.3. The sculpture was originally commissioned for Colin and Jackie O'Neill in 2005 at the time of the Victoria Park Sculpture Symposium. The Bon Suter sculpture which was installed in Victoria Park, Rangiora in 2025 was also created through this symposium. The sculpture is of two geckos entwined basking in the sun.

3.4. Donald Buglass is a New Zealand-born multi-disciplinary artist whose practice spans sculpture, land art and painting. Born in Timaru, he has worked widely across Europe, Asia and New Zealand taking part in international sculpture symposia and nature-based projects. Donald currently resides in New Plymouth.

3.5. The sculpture is approx. 1.2 metres in height and is proposed to be installed at Kaiapoi Lakes Reserve which is supported by WPAT and meets the intended use and purpose of the reserve and the Waimakariri Natural Environment Strategy. This location is considered very appropriate, as it aligns with the recent relocation of skinks to the area as part of enabling works for the Belfast to Pegasus Bypass.





Figure 4 &5: Proposed location at Kaiapoi Lakes Reserve
(note Fig 4 shows seat awaiting installation so is lying on its back).

4. KEY ISSUES

4.1. Ownership of the sculpture will be transferred to Council via WPAT with copyright retained by the sculptor. Council staff estimate the value of the sculptureto be $3,000 – $4,000 for inclusion in the assets register. Staff will organise signed legal documentation regarding the transfer of ownership and damage liability protocol (Attachment i).

4.2. The sculpture will need to be removed and installed by crane by approved contractors abiding the appropriate health and safety guidelines so it does not present a risk to the public. WPAT will arrange for a plaque to be installed alongside the sculpture with the purpose of recognising the sculptor and donor

4.3. The sculpture will require installation with a compacted pad with grit surface.

4.4. The sculpture is approx. 20 years old and has developed some lichen growth on the surface. It is recommended that the grey oxidisation of the stone be retained as it adds depth and character to the body of the geckos. The artist has recommended a very gentle clean with a water based silicon stone sealer to remove the lichen.

4.5. Ongoing maintenance will be carried out by Council contractors as necessary within existing Greenspace budgets (WO.W5380Operations). It is envisaged that a gentle clean will only need to be done every five years at cost of around $250.00.

4.6. The sculpture represents geckos rather than the skinks that are known to be in the area through their natural habitat or recent relocation. However, an environmental interpretation board is being created by the Biodiversity team to inform the local community of the rare fauna in the reserve. The sculpture allows for a wider conversation about the Waiataha gecko (also prevalent in the District) and other lizards which are significant and endemic treasures to the area.

5. OPTIONS

5.1. There are three options available:

5.1.1. **Approve acceptance of the sculpture and proposed location into Kaiapoi Lakes Reserve with costs of installation being met by the Kaiapoi Lakes Reserve Development capital budget**. This is the preferred option as it honours the agreement already indicated by WPAT to the owner, and installation of the sculpture and would further enhance the Kaiapoi Lakes Reserve and the celebration of the reserve's development as an important area for indigenous fauna.

5.1.2. **Approve acceptance of the sculpture but into a different location.** This is the least preferred option given it would require a repetition in consultation regarding the location of the sculpture. The proposed location is believed ideal as it complements the recently developed natural skink habitat, is highly visible and supports the objectives of the reserve.

5.1.3. **Decline acceptance of the sculpture**. This is not a preferred option. As per the Trust Deed, one of the purposes of WPAT is to benefit the public and community with art works. WPAT have identified this as a worthy addition to the public art of Waimakariri and it aligns with the "connect people and nature" pillar within the Waimakariri Natural Environment Strategy.

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

6. STRATEGIC ALIGNMENT AND COMMUNITY VIEWS

Mana Whenua Engagement

6.1. Te Ngāi Tūāhuriri runanga have not been consulted but may have an interest in the subject matter of this report, particularly as the sculpture is in an area which has recently had biodiversity enhancements. However, the enhancements themselves were discussed with Whitiora by New Zealand Transport Agency in relation to the lizard release in the area and wildlife permit application.

Groups, Organisations and the Wider Community

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

- Waimakariri Public Arts Trust.

- The wider community is likely to be affected by, or to have an interest in the subject matter of this report. Given that the sculpture is being proposed for a high profile public space, it may generate some community interest. It is anticipated that the sculpture will add creative value to this space and receive a positive response from interested members of the community.

Implications for Community Wellbeing

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

- Art in public places contributes to the cultural wellbeing of the community. Art creates a sense of place and reflects our history and culture in a unique way. Public art works create conversation and reflection amongst the community and contribute to the diversity of our public spaces.

- Furthermore, the wellbeing benefit of greenspace is widely acknowledged. Therefore, attractions which encourage people into the wider environment have implications for mental and physical wellbeing.

Community Outcomes and Strategic Priorities

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

- Cultural
  - Public spaces express our cultural identities and help to foster an inclusive society.
  - The distinctive character of our takiwā / district, arts and heritage are preserved and enhanced.
  - Waimakariri's diversity is freely expressed, respected and valued.

  There is an environment that supports creativity and innovation for all.

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

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

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

- Enhance community wellbeing, safety, inclusivity and connectedness.

7. OTHER IMPLICATIONS AND RISK MANAGEMENT

Financial Implications

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

7.1.1. The artwork is currently privately owned and is being proposed as a gift to Council. There are no other costs associated with this artwork except for those around installation and maintenance.

7.1.2. The quote for installation work is $2,663.40 including GST. Ongoing maintenance will be carried out by Council contractors as necessary within existing Greenspace budgets

(10.538.811.2507). This is anticipated to be minimal, with other similar sculptures requiring only a very minor clean every 3-5 years.

7.1.3. The following table provides a summary of the funding and costs associated with the recommended option in this report:

Budget/Project Name	Gecko sculpture installation	Ongoing maintenance
PJ/GL Number	WO.PJ102727	WO.W5380 Operations
Total Budget	$207,900	NA
Spend to Date	$79.306	NA
Recommended Quote/Expenditure	$2,663.40	$250/ every 5 years
Other projected Commitments	$110,000	NA
Remaining Budget	$128,594	NA
Further Budget Sought	Nil	Nil
Rating Implication	Nil	Nil

Community Resilience and Sustainability

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

7.3. The decisions sought in this report are consistent with the Council's Natural Environment Strategy Framework. The placement of the sculpture will fulfil the strategic direction of "connecting people and nature". It relates directly to the following actions in the implementation plan:

- 2.2.1.3. Look for opportunities to showcase and increase indigenous biodiversity in urban streetscapes.
- 2.2.2.4 Promote special/unique (often hidden) indigenous flora and fauna.

Risk Management

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

- It is possible that members of the community may not like the sculpture or its location. One important outcome from public art is the stimulation of conversation and opinion and an appreciation for the role art can play in our public spaces. It is hoped that this sculpture will generate conversation regarding art. However, given its location and size it is unlikely to generate significant negative opinion or dislike where the location or installation will need to be revisited.

- With any public art, there is a risk of vandalism. This may mean that from time to time the sculpture may need to be repaired or cleaned to maintain its condition. Financial considerations of this have been incorporated above (section 7.1.2) but are anticipated to be minimal and the legal agreement will ensure that there is no liability for Council should vandalism be such that the piece needs significant repairs or replacement.

- All artwork has a life span when exposed to the elements and can degrade over time. It is recommended that Council staff and WPAT assess the condition of the piece and its location every five years to ensure it continues to add value to the setting and serve its purpose. Should the purpose or setting be deemed unsuitable, a report will be brought back to the Community Board with options for removal, replacement or repair.

- There is a low risk that changes to the reserve or its environment may mean that the sculpture is required to be shifted or removed. Should this occur, then Council staff and WPAT would consult with the Community Board around other possible locations for the sculpture.

Health and Safety

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

- Being located in a public space there is a risk, that people could attempt to climb or interact with the sculpture. However, the piece has no moving parts, is of low stature and is not deemed to be a safety hazard.

- Installation of the sculpture will be carried out by approved Greenspace contractors to ensure that it is installed using the appropriate health and safety guidelines and does not present an ongoing risk to the public.

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. However, it is relevant for:

8.1.1. ***Waimakariri Natural Environment Strategy*** (2024)

8.1.2. ***Waitaha Canterbury Biodiversity Strategy*** (2025)

8.1.3. ***Aotearoa New Zealand Biodiversity Strategy*** (2020)

Authorising Legislation

8.2. Local Government Act

Authorising Delegations

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

WAIMAKARIRI
PUBLIC ARTS TRUST.

Waimakariri District Council
215 High Street
Private Bag 1005
Rangiora 7440, New Zealand
Phone 0800 965 468

Artwork Gift Transfer Agreement

Date:	21 October 2026
Transferor:	M[redacted] Hales, [redacted]
Recipient:	Waimakariri District Council, 215 High Street, Rangiora 7440
Artwork:	The artwork described in Schedule A.

Agreement

1. **Gift and transfer.** The Transferor irrevocably gifts and transfers ownership of the physical Artwork to the Recipient without payment, free of any security interest, claim, or encumbrance. Ownership and risk pass on the effective date or event stated in Schedule A.
2. **Authority and disclosure.** The Transferor warrants that it owns the Artwork, may transfer it, and has disclosed in Schedule A all known restrictions, obligations, cultural interests, sponsorship terms, third-party rights, and material condition issues.
3. **Delivery and records.** The parties will meet the delivery, installation, insurance, cost, and documentation responsibilities stated in Schedule A. The Recipient may inspect the Artwork before acceptance.
4. **Copyright and moral rights.** Transfer of the physical Artwork does not transfer copyright unless Schedule A expressly records an assignment. Any licence, attribution wording, artist consent, or moral-rights arrangement is as stated or attached in Schedule A.
5. **Management of the Artwork.** Subject to applicable law and any express term in Schedule A, the Recipient may display, store, conserve, repair, relocate, remove, deaccession, or dispose of the Artwork. The Recipient is not required to display or retain it permanently.
6. **General.** This Agreement and Schedule A form the entire agreement about the transfer. Any variation must be in writing and signed by both parties. This Agreement may be signed electronically or in counterparts and is governed by the law stated in Schedule A.

Signed on behalf of donor

Signature	
Name:	
Date:	

Signed on behalf of Waimakariri Public Arts Trust

Signature	
Name:	
Position:	
Date:	

Signed on behalf of Waimakariri District Council

Signature	
Name:	
Position:	
Date:	

Schedule A – Artwork details

Title	Gecko sculpture
Artist / maker	Donald Buglass
Artist contact details	[redacted]
Date created	2005
Medium and materials	Limestone
Dimensions and weight	Approx 1.2 metres, 4-5 tonne
Edition / identifying marks	None noted
Current and intended location	[insert]
Condition	No cracks noted, approved to transit. Some lichen and natural oxidisation of stone.
Effective transfer date / event	To be arranged following KTCB agreement on 16 November 2026.
Delivery, installation, insurance, costs, and risk	Installation, transit and insurance costs covered by Council. Some risk in damage during transit.
Indicative value and tax treatment	Estimated $3-4,000.
Copyright arrangement	All intellectual property and copyright is retained by the artist.
Attribution and artist consents	Artist is aware of the transfer and potential location. WPAT will attach a plaque to acknowledge the artist and donation.
Restrictions and disclosed interests	Nil.
Supporting records	Contained in report to Kaiapoi-Tuahiwi Community Board: TRIM 260924290730
Transferor contacts	Transferor contact: M[redacted] Hales,[redacted]



WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	RES-01-12/ 260915280317
REPORT TO:	KAIAPOI-TUAHIWI COMMUNITY BOARD
DATE OF MEETING:	16 November 2026
AUTHOR(S):	Chrissy Taylor-Claude, Parks Officer
SUBJECT:	Whakahume Cam River Interpretation 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 approval for the installation of an interpretation sign located on the stop bank of the Whakahume Cam River near Smith Street, Kaiapoi. The sign forms part of a wider interpretation project developed by Te Ngāi Tūāhuriri Rūnanga to share the cultural history and stories of the area with the community.

1.2. The river has been a significant cultural, social and environmental feature for Te Ngāi Tūāhuriri Rūnanga over generations, and the interpretation signage will help residents and visitors develop a greater understanding of its importance to mana whenua and the wider history of the district.

1.3. The signage will contribute to a stronger sense of place by connecting people with the cultural narratives, traditions and historical events associated with the river corridor. It will provide an educational resource for schools, community groups, visitors and residents, while also enhancing the recreational experience of those using the river pathways and surrounding open spaces.

1.4. The purpose of the sign(s) is to share the historical, cultural and environmental significance of the Whakahume Cam River, communicate the stories and perspectives of Te Ngāi Tūāhuriri, celebrate the area's shared Māori and non-Māori heritage, and create a connected storytelling trail that encourages learning, recreation and engagement with the district. The project will enhance community understanding of local history and identity, strengthen people's connection to the river and contribute to a greater sense of place for residents and visitors alike.

1.5. Funding for the design and installation of the signs is provided through the Arohatia Te Awa programme budget. It meets the outcomes of the project as it celebrates stories of the river and provides a place-making, education and cultural heritage project that helps tell the story of the district through the eyes of mana whenua while enriching the experience of everyone who uses the river corridor.

1.6. The project supports Council's commitment to strengthening its partnership with Te Ngāi Tūāhuriri and recognising Māori cultural heritage within public spaces. Over time, the proposed network of interpretation signs will create a connected storytelling trail along the Whakahume Cam River, encouraging people to explore the district and gain a deeper appreciation of its natural, cultural and historical values.

1.7. As the proposed location is on a stop bank, staff have contacted ECAN about the project, who have indicated their support. However, final approval of the work authority application to install the sign is pending approval. Staff expect that this will be accepted.

1.8. The intention of the wider project is to start with one sign and over time add more signs along the Whakahume Cam River to convey the cultural narrative and connect the district. The first sign is

proposed to be located off Smith Street in Kaiapoi (attachment i) on the stop bank so people can look out over the river as they read the sign.

Attachments:

i. Location options. Trim: 261021341072.
ii. Draft Design. Trim: 261021341074.

2. RECOMMENDATION

THAT the Kaiapoi Tuahiwi Community Board:

(a) **Receives** Report No. 260915280317.

(b) **Approves** the installation of a sign on the stop bank of the Whakahume Cam River near Smith Street Kaiapoi, (Trim: 261021341072) subject to Environment Canterbury approval.

(c) **Notes** that the project enables Te Ngāi Tūāhuriri to share their stories and history in a public and accessible way. The signage provides an opportunity for the wider community to learn about the cultural significance of the Whakahume Cam River and better understand the history of the district from a mana whenua perspective.

(d) **Notes** that Te Ngāi Tūāhuriri Rūnanga have dedicated considerable time to this project due to the value they see in sharing their stories and cultural heritage with residents and visitors to the district.

(e) **Notes** that Te Ngāi Tūāhuriri Rūnanga intend to continue sharing and gifting their stories, history and cultural narratives associated with the Whakahume Cam River through a series of interpretation signs over time, with future proposed sign locations to be presented to the Kaiapoi-Tuahiwi Community Board for consideration and approval.

(f) **Notes** the cost to create and install one sign is expected to be $2,178.08 and will be funded through the Arohatia te Awa budget (5103 PJ101554) which is a capital project and the PJ code is a capital works code and this works as part of that program.

(g) **Notes** the Arohatia te Awa Working Group have approved allocation of $5,000 to the design and installation of the project. This will leave $2,821.92 allocated for further interpretation signage. Any future signs requiring additional budget over this amount would go back to the Arohatia te Awa Working Group to request and approve budget as appropriate.

(h) **Notes** as this was a planned capital expense, operational budgets have been set to reflect this signage project, and any future maintenance costs would be covered through greenspace operational budgets (5103 PJ101097).

3. BACKGROUND

3.1. The Whakahume Cam River holds significant cultural, historical and environmental importance for Te Ngāi Tūāhuriri and the wider Kaiapoi community. As a traditional food gathering/mahinga kai area and an important cultural landscape, the river has been closely connected to the history, identity and settlement of the area for generations.

3.2. Te Ngāi Tūāhuriri Rūnanga approached Council with a desire to share the stories, history and cultural significance of the Whakahume Cam River through interpretation signage located within the public realm. The project provides an opportunity for residents and visitors to learn about the river from a mana whenua perspective and gain a greater understanding of the district's cultural heritage and sense of place.

3.3. The project has been developed collaboratively between Te Ngāi Tūāhuriri Rūnanga and Council staff through the Arohatia Te Awa programme. Te Ngāi Tūāhuriri Rūnanga have invested significant time and knowledge into the development of the project, reflecting the value they place on sharing and preserving these narratives for current and future generations.

3.4. The proposed sign represents the first stage of a wider vision to create a connected series of interpretation panels along the Whakahume Cam River. Over time, this network of signage will enable Te Ngāi Tūāhuriri to continue sharing and gifting stories associated with the river, creating a cultural and historical storytelling trail that enriches the experience of those who live in, work in and visit the district.

3.5. Staff consider the project to be a positive outcome for the district as it increases the visibility of mana whenua history and perspectives within public spaces, strengthens community understanding of local heritage, and supports Council's commitment to its partnership with Te Ngāi Tūāhuriri.

3.6. The intention of this project is to promote the use and enjoyment of the district's tracks, trails and pathways while sharing the historical and cultural significance of Kaiapoi from both Māori and non-Māori perspectives. Interpretation signage provides opportunities for residents and visitors to engage more deeply with places they visit, creating a stronger connection to the area's history, identity and natural environment. By incorporating storytelling into the river corridor, the project enhances the visitor experience and contributes to a greater sense of place.

3.7. The project also aligns with the intent of the Draft Play and Active Recreation Strategy (although not its key driver), which recognises the importance of accessible tracks and trails and enhancing user experiences through engaging destinations, places and experiences.

3.8. When the project began, Greg Byrnes worked for Environment Canterbury and had an existing relationship with the Rūnanga. He was engaged to liaise between the Rūnanga and Council staff and continues in this role. Joan (Hoana) Mere Burgman, a member of the Rūnanga environment group and kaumātua kāhui (elder group), has been the key Rūnanga contact for the project. Council staff have worked with Greg, who has liaised closely with Joan to progress the proposal.

3.9. Te Ngāi Tūāhuriri Rūnanga has contributed significant time and knowledge to the project and provided the historical and cultural information for the signage. The design has progressed through several versions under guidance from the Rūnanga. Larsen's Signs prepared the current design using information and input provided by the Rūnanga, namely Joan (Attachment ii).

3.10. Draft sign design (attachment ii):



3.11. Proposed Location (attachment i):



4. KEY ISSUES

4.1. There have been discussions between staff and Rūnanga representatives about the number of signs to be included in this project. The intention would be to start with one sign and add more signs along the Whakahume Cam River over time to convey the cultural narrative and connect the district. Any new locations would come to the Community Board for approval.

4.2. The first sign is proposed to be located off Smith Street in Kaiapoi (attachment i) on the stop bank so people can look out over the river as they read the sign. This location of the first sign is on land owned by the Crown but is managed and maintained by Council and Environment Canterbury (ECAN) for stop bank management matters. As the proposed location is on a stop bank, staff have been liaising with ECAN about the project, who have indicated their support. However, final approval of the work authority application to install the sign is pending approval. Staff expect that this will be accepted. If this is declined by ECAN, another location will need to be selected, and this would come back to the Community Board.

4.3. There are other potential locations that could be considered for future signage installations, but these are yet to be confirmed. These locations include an Esplanade Reserve on Old Main North Road in Kaiapoi, near State Highway 1 and Williams Street near the Kaiapoi Lakes, and around the intersection of Cox and Power Road which relates to the old Tuahiwi forest. There are also some outstanding property considerations for one of the sites (License to Occupy in place) and discussion is yet to be had with the licensee. Additionally, ideally the locations would be easy to get to and have connectivity to the wider tracks and trail network in the district. Further investigation is needed to ensure the interpretation signs are easily accessible placed in visible locations to get the most benefit for the community. As we have not confirmed the exact locations, and there is desire from Rūnanga representatives to get the first sign installed as soon as practically possible, they are not being considered in this report.

5. OPTIONS

5.1. Approve location.

Staff recommend this option as the location has been suggested by the Rūnanga due to its significance to them. Along with building a strong relationship with the Rūnanga, the installation of the signs will provide an opportunity to educate the public about the historical significance of the Whakahume Cam River and its importance to the district. As part of a wider storytelling initiative, the signs will contribute to a connected visitor and community experience that encourages learning, celebrates local identity and heritage, and enhances opportunities for recreation and connection with nature, whānau and friends.

5.2. Decline location.

Staff do not recommend this option because it would stop the project from being completed. A lot of time has gone into this project by Rūnanga representatives and staff on finding a suitable location. This location has been chosen by the Rūnanga due to their historical and cultural significance. If the location was declined, this could have a negative impact on the relationship with the Rūnanga. This could also impact further opportunities to partner with the Rūnanga on other projects.

5.3. Provide other location(s) for staff investigation.

Should this option be preferred by the Board, this would delay the project further and could impact the relationship with the local Rūnanga. Staff would need to liaise with the Rūnanga to find a new location and possibly need to contact other groups such as Environment Canterbury. However, staff would be happy to share any other potential location options with the Rūnanga.

5.4. 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 as the project was initiated by Te Ngāi Tūāhuriri Rūnanga to share their stories, history and cultural narratives associated with the Whakahume Cam River.

6.2. The Rūnanga has guided the development of the interpretation signage and provided its historical and cultural content. Council staff have supported the project by helping with location selection and securing funding through the Arohatia Te Awa programme. The project gives practical effect to Council's partnership with Te Ngāi Tūāhuriri by supporting mana whenua to share their narratives within public spaces. This project has been a good opportunity for Council staff to build connections with the Rūnanga, learn from them, and help support their vision for the project.

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. The signs will be placed along pathways following the Whakahume Cam River for everyone to read. Over time, it is intended that additional signs will be installed along the river/ awa, creating a connected storytelling trail across the district. This initiative aims to encourage local storytelling, foster learning, and promote opportunities for whānau to connect with nature and explore the district.

6.4. Environment Canterbury have indicated they are supportive of the project and don't have an issue with the installation of the sign on the stop bank. However, final approval of the work authority application to install the sign is pending approval. Staff expect that this will be accepted.

Implications for Community Wellbeing

6.5. There are positive implications on community wellbeing by the issues and options that are the subject matter of this report. As mentioned above, the installation of the signs will provide an opportunity to educate the public about the historical significance of the Whakahume Cam River and its importance to the district. As part of a wider storytelling initiative, the signs will contribute to a connected visitor experience that encourages learning, celebrates local identity and heritage, and enhances opportunities for recreation and connection with nature, whānau and friends.

Community Outcomes and Strategic Priorities

6.6. 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…

- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
- People are able to enjoy meaningful relationships with others in their families, whānau, communities, iwi and workplaces.

Cultural- Where our people are enabled to thrive and give creative expression to their identity and heritage…

- Public spaces express our cultural identities and help to foster an inclusive society.
- The distinctive character of our takiwā / district, arts and heritage are preserved and enhanced.
- Waimakariri's diversity is freely expressed, respected and valued.

Environmental- 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.

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

- Enhance community wellbeing, safety, inclusivity and connectedness- Waimakariri District is a high growth area with an increasingly diverse population. We want to build a wellbeing centred community where all feel safe and welcome; are accepted and connected.
- Embrace partnership with Ngāi Tūāhuriri- Pursue a meaningful, open and trusting relationship based on the principles of Te Tiriti with Ngāi Tūāhuriri

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.

7.2.1. The cost for one sign is expected to be $2,178.08 excluding GST. The Arohatia te Awa project has approved budget through the 2024/2034 Long Term Plan. The Arohatia te Awa Working Group have approved allocation of $5,000 to the design and installation of the Whakahume Cam River interpretation sign project. This will leave $2,821.92 allocated for further interpretation signage. Any future signs requiring additional budget over this amount would go back to the Arohatia te Awa Working Group to request and approve budget as appropriate.

7.2.2. A report detailing the allocated funding for the wider Arohatia te Awa programme is being presented to the Community and Recreation Committee in November for final approval.

7.2.3. The following table provides a summary of the funding and costs associated with the recommended option in this report:

Budget/Project Name	Whakahume Cam River Signs
PJ/GL Number	5103 PJ101554
Total Budget	$470,069
Spend to Date	$58,568
Other projected Commitments (including this project)	$468,000
Remaining Budget	$2,069
Rating Implication	$0.00

7.2.4. As part of planning for this capital expenditure, staff have considered the ongoing operational implications of the interpretation sign. Whole of life costs for this work, including relevant ongoing operational expenditure, have been accounted for through Council's budget-setting process and are reflected within the appropriate operational cost centres (5103 PJ101097).

Community Resilience and Sustainability

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

7.4. Other community resilience considerations relating to the recommendations and issues within this report include strengthening relationships between Council staff and Te Ngāi Tūāhuriri Rūnanga and providing an opportunity for mana whenua to share their cultural knowledge and narratives with current and future generations. Making these stories visible within public spaces can strengthen understanding of local heritage and people's sense of belonging and connection to place. While the proposed sign is a modest initiative, it contributes to the wider foundations of a connected community through shared learning and recognition of the river's cultural significance.

Risk Management

7.5. There are risks arising from the adoption/implementation of the recommendations in this report. There is a risk of vandalism of the sign, which is the case for any infrastructure in our public spaces. There is a risk that ECAN could decline the proposal. However, ECAN have indicated their support and staff expect ECAN to approve the proposal. If it is declined, another location will need to be selected, and this would come back to the Community Board.

Health and Safety

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

8. CONTEXT

Consistency with Policy

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

Authorising Legislation

8.2. Local Government Act

Authorising Delegations

8.3. The Kaiapoi-Tuahiwi Community Board have delegated authority to approve the recommendations in this report.

Sign Location

Smith Street, Kaiapoi



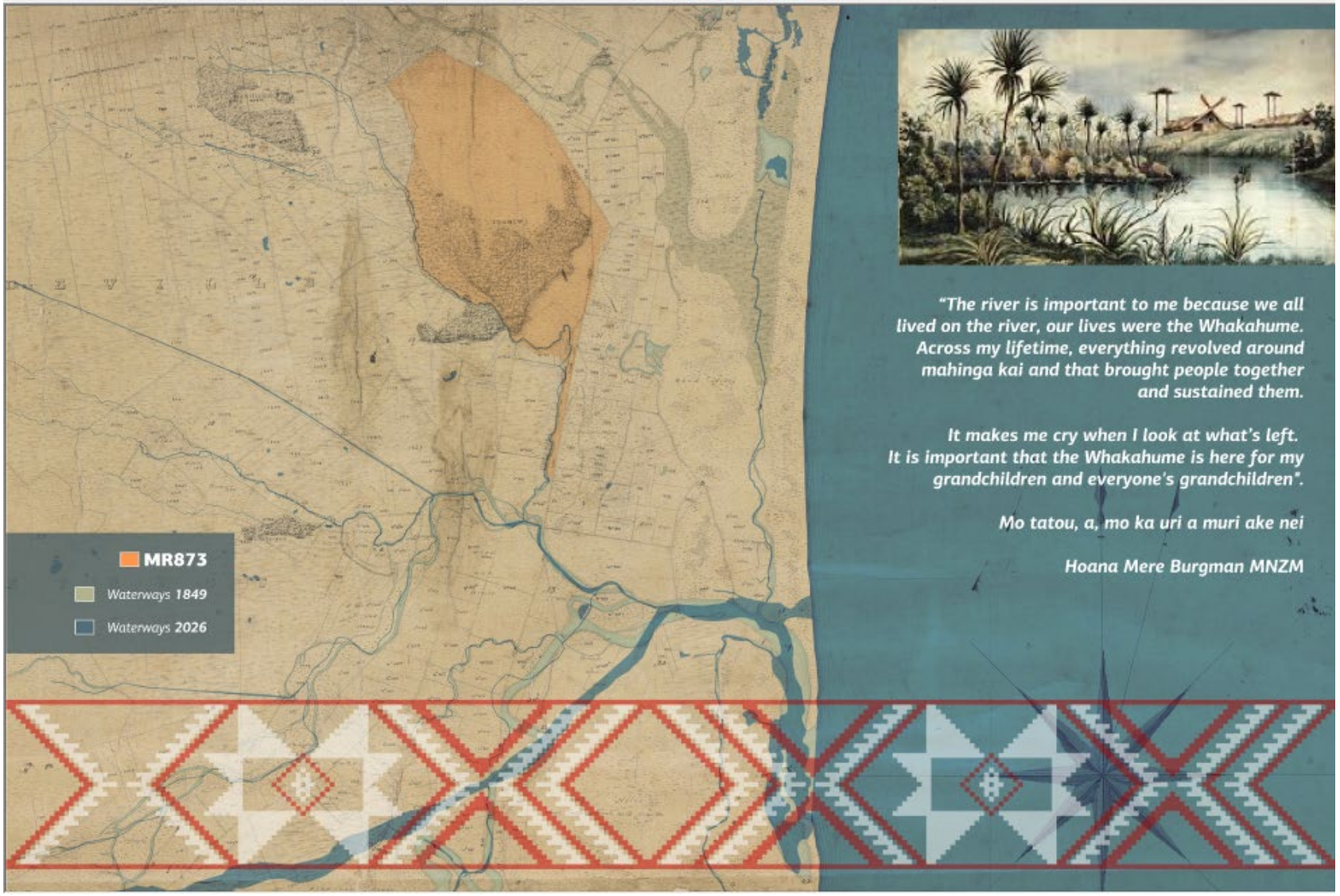


Attachment ii- Design

Sign



Sign Part 1


MR873
Waterways 1849
Waterways 2026
"The river is important to me because we all lived on the river, our lives were the Whakahume. Across my lifetime, everything revolved around mahinga kai and that brought people together and sustained them.
It makes me cry when I look at what's left. It is important that the Whakahume is here for my grandchildren and everyone's grandchildren".
Mo tatou, a, mo ka uri a muri ake nei
Hoana Mere Burgman MNZM

Sign Part 2


Kaiapoi
citations (left to right)
painting a. d person, 1000
sketch a. e person, 1000
photo a. d person, 1000
photo b. d person, 1000
Te tauhokohoko ma arawai
Kua tapaina te taone me te awa, ko Kaiapoi, ki te pa tawhito o Turakautahi, he rangatira no Nga Tuahuriri.
Na te wahi pokapu me te awa ka poia te kai mai i nga hau e wha ki te pa, na kona te ingoa Kaiapoi.
I tona wa he pokapu te pa i Waitaha hai tauhokohoko i tera taonga mapuna, te pounamu.
ma nga tai pari o te koanga i hoea atu nga tawai ma nga repo me nga rohe koreporepo mai i te pa o Kaiapoi.
Ka rere ma te Waimakariri ki Puharakekenui, ki Te Ihutai, a, whaka te tonga ki Te Waihora.
I nga au haro, he mama te hoe mai i Kaiapoi tae atu ki nga kainga me nga pa huri noa i nga whanga o Horomaka.
I etahi wa ka rere nga waka unua mai i Kaiapoi ki te tonga, ki nga motu T t mo te mahi t t . Ki te raki ranei, ki Kaikoura, ki Waikawa, a, ma te Moana o Raukawa ki Te Ika-a-Maui tauhokohoko ai ki era iwi.
I te whakataonetanga o Otautahi ka whaotia nga papa rakau, nga toetoe me nga wawa kua miratia ki te toenga kaherehere i muri i te whakatunga o te pa, no reira no nga rua tekau tau he poti tonui a Kaiapoi.
I nga tau 1860 na te whakaruia o te umanga harakeke ka whakaturia te mira i te Whakahume ki te Wapu Sidey, no muri ka huri ki te Kamupene Kaiapoi Woollen Manufacturing.
No muri i te hanga i te ara tereina i waenga i Kaiapoi me Rangiora, i te Waru o 1872 ka heke haere te tauhokohoko.
He whakahekenga ano i te tauhokohoko taimoana no nga tau pokapu o te rau tau 1960, na wai ra ka whakamutua te tauhokohoko utanga i Kaiapoi i te tau 1969.
Trade by waterway
The modern-day town of Kaiapoi and the river flowing through it take their name from the historic pa established by the Ngai Tuahuriri rangatira Turakautahi.
Because of the central location and water access, kai (food) and resources could be swung (poi) from all directions into the pa, hence the name Kaiapoi.
At its peak the pa was a main centre in Canterbury, with an important role in the trade of pounamu, a highly sought after and valuable resource.
On the higher 'spring tides' smaller, lighter waka travelled through the interconnected swamps and wetlands from Kaiapoi pa.
They travelled across the Waimakariri to Puharakekenui (the Styx River) on to Te Ihutai (the Avon/Heathcote Estuary), and further south to Te Waihora (Lake Ellesmere).
On calm days seagoing waka were easily paddled out from Kaiapoi to the various kainga and pa around the bays and harbours of Horomaka (Banks Peninsula).
Occasionally seagoing waka doubled together for stability, travelled south from Kaiapoi to the islands off Rakiura (Stewart Island) for the annual t t (muttonbird) harvest, or north to Kaikoura, Waikawa and across Raukawakawa (Cook Strait) to trade with iwi in the North Island.
With the establishment of the town of Kaiapoi, timber planks, shingles and palings milled from the remnants of swamp forest left after the building of Kaiapoi pa were in high demand in Christchurch and Kaiapoi saw another two decades of activity as a busy river port.
During the 1860's there was a boom in the flax industry and a mill was established on the Whakahume/Cam at Sidey Quay, later becoming the Kaiapoi Woollen Manufacturing Company.
Trade gradually declined following the building of the railway line which connected Kaiapoi and Rangiora to Christchurch in December 1872.
The mid 1960's saw a further downturn in coastal trade and by 1969 commercial cargo activities at Kaiapoi ceased.

Post Design

WHAKAHUME/CAM RIVER INFO PANEL



WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	GOV-26-08-06 / 261103356131
REPORT TO:	KAIAPOI-TUAHIWI COMMUNITY BOARD
DATE OF MEETING:	16 November 2026
AUTHOR(S):	Aislin Connor, Governance Support Officer
SUBJECT:	Applications to the Kaiapoi-Tuahiwi Community Board's 2026/27 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 two applications for funding received from:

Name of Organisation	Purpose	Amount requested (excluding GST)	Does the application comply with the Discretionary Grant Fund Criteria
Northern Phoenix Paddling Club Inc.	Towards purchasing a GPS Speedcoach device	$362.86	This application partially complies with the Criteria: • Only 25% of people benefiting were from the Kaiapoi-Tuahiwi area.
Kaiapoi Community Garden	Towards repairs and improvements to the irrigation for the community garden	$660	This application complies with the criteria.
Total		**$1,022.86**	

1.2 The current balance of the Kaiapoi-Tuahiwi Community Board's 2026/27 Discretionary Grant Fund is $10,026.

Attachments:

i. An application from the Northern Phoenix Paddling Club Inc. (Trim 261102353415).
ii. An application from the Kaiapoi Community Garden (Trim 261023343620).
iii. A spreadsheet showing the Discretionary Grant funding for the previous two years.
iv. Board Discretionary Grant Funding Criteria for the 2026/27 financial year (Trim: 210603089725).

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 261103356131.

(b) **Approves** a grant of $..... to the Northern Phoenix Paddling Club Inc. towards purchasing a GPS Speedcoach device.

OR

(c) **Declines** the application from Northern Phoenix Paddling Club Inc.

(d) **Approves** a grant of $..... to the Kaiapoi Community Garden towards repairs and improvements to the irrigation for the community garden.

OR

(e) **Declines** the application from the Kaiapoi Community Garden.

3. BACKGROUND

3.1 ***Northern Phoenix Paddling Club Inc.*** is seeking funding to purchase a GPS Speedcoach device. This application does not meet the following Board Discretionary Grant Criteria:

(a) Grant funding would primarily be limited to projects located within the Board's geographical area or providing a clear benefit to residents of the area. In exceptional circumstances, the Board may consider applications for projects outside its geographical area and, in such cases, would provide detailed reasons for exceeding its standard scope.
.

3.2 ***Kaiapoi Community Garden*** is seeking funding towards repairs and improvements to the irrigation in the community garden. This application complies with the Board's Discretionary Grant Criteria.

3.3 The current balance of the Kaiapoi-Tuahiwi Community Board's 2026/27 Discretionary Grant Fund is $10,026.

4. KEY ISSUES

Northern Phoenix Paddling Club Inc *(the Club)*

4.1 Information provided by the Club:

4.1.1 The Club is a dragon boating club established in 2016 with members of all ages, genders, and backgrounds and is a family-oriented club. The Club is based in the Waimakariri District and trains on the Kaiapoi River. The Club welcomes members from across Greater Christchurch and beyond and has recently entered an exciting new phase of growth, maturity and community connection.

4.1.2 To accommodate the growing membership, the Club Committee had to prioritise essential operational expenses such as lifejackets, team uniforms, event shelter, regional affiliation fees, travel and accommodation. The Club's main fundraising efforts cover these high-cost necessities; however, it needs assistance for smaller, targeted equipment purchases.

4.1.3 Funding support would enable the Club to acquire equipment that would otherwise be deferred in favour of higher-priority operational and sporting equipment needs. The Club is, therefore, seeking $362.86 to purchase a GPS Speedcoach device, a specialised paddling performance tool designed to enhance coaching and athlete development. After introducing video analysis during training sessions, the coach identified the GPS Speedcoach as a valuable next step in providing objective performance data.

4.1.4 The device will enable real-time monitoring and evidence-based feedback, support improved coaching effectiveness and accelerate team members' development and performance. According to the allocation, approximately 25% of those benefiting from this project reside in the Kaiapoi-Tuahiwi area, 25% in the Oxford-Ohoka Ward, 25% in the Woodend–Sefton area, and 25% in the Rangiora-Ashley Ward.

4.2 Council Evaluation:

4.2.1 The application partially complies with the Board's Discretionary Grant Application Criteria, as it is from a non-profit community organisation. The requested grant of $362.86 also does not exceed the Board's general limit of $1,000 per financial year.

4.2.2 However, the Board's Discretionary Grant Criteria also notes that Grant funding would primarily be limited to projects located within the Board's geographical area or providing a clear benefit to residents of the area. The Board may wish to take into consideration that only 25% of beneficiaries reside in the Kaiapoi-Tuahiwi area. The Board may consider applications for projects outside its geographical area in exceptional circumstances, given it provides detailed reasons for exceeding its standard scope.

4.2.3 The total cost of the GPS Speedcoach device is approximately $362.86. The Club has undertaken no fundraising initiatives for this project. The project will not proceed if the application is unsuccessful, as it is not a Club priority. However, the Club may approach other funders if this grant is declined.

4.2.3 The Club has received the following funding from Community Boards in the last five years, and all Accountability Forms were received:

Date	Project	Board	Amount
February 2024	Towards the purchase of GoPro cameras and holders	KTCB	$667
December 2023	Towards the purchase of GoPro cameras and holders	RACB	$667
Total			**$1,334**

Kaiapoi Community Garden *(the Group)*

4.3 Information provided by the Group:

4.3.1 Helen Roberts established the community garden in March 2010 with the support of a group of other keen gardeners who wanted to share their knowledge. The Group is located on the Kaiapoi Borough School grounds and supports the School's Garden to Table Programme, which teaches children how to grow, harvest, prepare, and share food.

4.3.2 In July 2019, the school's old dental surgery was relocated to the garden, providing an indoor space for running workshops and learning about healthy eating in a friendly, welcoming space. This facility remains an excellent community resource that supports education and food supply for those in the area. In addition, the garden produces and sells jams and preserves and donates any excess produce to charitable organisations in the Kaiapoi area to assist those in need.

4.3.3 The Group is seeking $660 funding to undertake repairs and improvements to the community garden's irrigation system. The proposed work will enhance the garden's resilience during dry periods and support the sustainable production of vegetables throughout the growing season. Produce harvested from the garden contributes to local food security, with vegetables and preserved products distributed to community members in need. Proceeds from the sale of preserves also support the garden's ongoing operation and maintenance.

4.4 Council Evaluation:

4.4.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a non-profit community organisation. In addition, the requested grant of $660 does not exceed the Board's general limit of $1,000 per financial year.

4.4.2 The application does not specify the proportion of beneficiaries who will be from the Kaiapoi-Tuahiwi area. However, based on information provided in previous funding applications, it is anticipated that the majority of participants and beneficiaries will be residents of the Kaiapoi-Tuahiwi community.

4.4.3 The total cost of repairing and improving the community garden's irrigation system is expected to be approximately $660. To contribute towards this project, the Group has sold preserves and seedlings. The Group remains committed to improving the irrigation system, as plant growth would be adversely affected without watering; the project will therefore proceed even if the application is unsuccessful. However, the Group will need to seek funding from other sources,

4.4.4 The Group has received the following funding from the Community Boards in the last five years, and all Accountability Forms were received:

Date	Project	Board	Amount
October 2024	Towards floor covering	KTCB	$550
March 2023	Towards fence signage	KTCB	$240
February 2022	Towards a replacement mower	KTCB	$420
Total			**$1,210**

5. OPTIONS

5.1 The Board may approve or decline grants as per the grant guidelines.

5.2 The Management Team has reviewed this report.

6. STRATEGIC ALIGNMENT AND COMMUNITY VIEWS

6.1 Mana Whenua

The subject matter and/or recommendations contained in this report are unlikely to be of interest to mana whenua.

6.2 Groups, Organisations and the Wider Community

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

6.3 Implications for Community Wellbeing

The issues and options discussed in this report have social, cultural, economic, or environmental implications for community well-being. Supporting community initiatives encourages social interaction, reduces isolation, which in turn enhances mental and physical wellbeing.

6.4 Community Outcomes and Strategic Priorities

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. OTHER IMPLICATIONS AND RISK MANAGEMENT

7.1 Financial Implications

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

7.1.2 The Council's 2026-27 Annual Plan includes a budget provision of $9,070 for the Kaiapoi-Tuahiwi Community Board to approve grants to community groups for the 2026/27 financial year (July 2026 to June 2027). A carry forward of $2,839 from the 2025/26 financial year resulted in a total of $11,909 available for the 2026/27 financial year.

7.1.3 Currently, the Board's 2026/27 Discretionary Grant Fund total is $10,026. If the application is approved, the Board's Discretionary Grant Fund will have $9,039.14 for allocation for the balance of the 2026/27 financial year.

7.2 **Community Resilience and Sustainability**

The recommendations in this report have no sustainability and/or climate change impacts.

7.3 **Risk Management**

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

7.4 **Health and Safety**

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

8. CONTEXT

8.1 **Consistency with Policy**

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

8.2 **Authorising Legislation**

Not applicable.

8.3 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

What happens now?

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 2026/2027

Name of group: Northern Phoenix Paddling Club Inc.

Address: [redacted]

Contact person within organisation: [redacted]

Position within organisation: Club President

Contact phone number: [redacted] Email: northernphoenixdragonboating@gmail.com

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

See seperate page.

What is the timeframe of the project/event date? November 2026

Overall cost of project/event: $362.86 Amount requested: $362.86

How many people will directly benefit from this project? 24

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 25 % Rangiora-Ashley 25 % Woodend-Sefton 25 % Kaiapoi-Tuahiwi 25 %

Other (please specify): _____

What are the direct benefit(s) to the participants? 45

The members of our team can receive evidence based feedback on performance, more importantly our developing coach will have a powerful tool that will enable him to see how his tactics and strategies are resulting in performance on the water and providing him with information as the foundation of communication to the team. Please see supporting letter for further information about the development of our coach (and team/club more generally).

What is the benefit(s) to your organisation?

Continued development and growth of our club. Please see supporting letter for further information.

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

We are a North Canterbury based Dragon Boating club, one of only two in the district (to the best of my knowledge). We are a developing club, under (my) new leadership going through transformational strategic change. Part of our strategy is growth in numbers, and promotion of getting people into sport. Please see supporting letter.

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.

None.

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.

None.

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

If yes, please supply details:

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

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

I have answered no because the equipment this grant is seeking to purchase isn't currently a club priority, rather a 'nice to have' - however I hope the information I have provided in the supporting letter explains why this 'nice to have' item will be of great benefit to both our club and our developing coach. I may approach other funders if this grant is declined, but I have already gone to the larger funder providers for other items (explained further in the supporting letter).

Enclosed
- ☑ Financial Information *(compulsory – your application cannot be processed without financial statements)*
- ☑ Bank Statement *(Bank Statements will remain confidential)*
- ☐ Project Budget
- ☑ Quotes
- ☐ Costs
- ☑ Other supporting information

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

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

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

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

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

Signed: [redacted] Date: 31 October 2026

Northern Phoenix Paddling Club Incorporated

31 October 2026

Kia Ora

To the Members of the Community Board,

Re: Grant Funding Application for Sporting Equipment – Northern Phoenix Paddling Club

I am writing to support Northern Phoenix Paddling Club's application for grant funding to purchase a GPS Speedcoach device for our Dragon Boat team.

Northern Phoenix is a dragon boating club based in the Waimakariri District (training on the Kaiapoi River), affiliated regionally with Aoraki Dragon Boating. Founded roughly a decade ago, our club has entered an exciting new phase of growth, maturity, and community connection.

I joined the club five years ago at age 45 having never participated in team sports. That experience transformed my physical health and mental wellbeing. When I stepped into the role of President in May 2025, bringing my background as a Senior Strategic Leader in the public sector, my primary objective was to build a strong, supportive foundation. In my first year, we prioritised culture and retention—resulting in losing only a single paddler who relocated to Auckland.

This current year has been centered on active community growth. Through winter recruitment initiatives, six-weekly 'give-it-a-go' sessions, and prominent attendance at regional events, we have expanded our membership and built a reputation across the South Island for an inclusive, welcoming culture. Looking ahead, my aim is to continue building our presence in Waimakariri and collaborate with the Council and other bodies to encourage more residents into dragon boating.

A core component of our growth strategy is developing internal leadership. Our longest-serving member and sole original paddler, Sam Madeley (a Kaiapoi local resident), stepped up to become our team coach last season. To support Sam's leadership journey, I have mentored his communication approach and connected him with regional coaching development. Sam has introduced video analysis to training sessions and identified the GPS Speedcoach—a paddling-specific performance device recommended by regional peers—as his next essential coaching tool. It will enable Sam to deliver real-time, evidence-based feedback to our paddlers, accelerating both his development as a coach and the team's progression.

To accommodate our growing membership, our club committee has had to prioritise essential operational expenses, including replacing lifejackets, acquiring team uniforms, purchasing event a sun/rain shelter, and covering regional affiliation fees, travel, and accommodation. While our main fundraising efforts cover these high-cost necessities, we are seeking the Community Board's assistance for this smaller, targeted equipment purchase.

Investing in this GPS Speedcoach directly supports a dedicated local coach in his professional growth and empowers our team to succeed.

Email : northernphoenixdragonboating@gmail.com

Web : www.northernphoenixdragonboating.com

Registered address : 237 Toppings Road, Sefton, 7477

Northern Phoenix Paddling Club Incorporated

Thank you for considering our application. I welcome the opportunity to answer any questions and look forward to further engaging with the Board and the Waimakariri District Council.

Nga Mihi nui.

[redacted]

Northern Phoenix Paddling Club President

[redacted]

Email : northernphoenixdragonboating@gmail.com

Web : www.northernphoenixdragonboating.com

Registered address : 237 Toppings Road, Sefton, 7477

Speedcoach OC 2



The original on-the-water OC performance monitor, the SpeedCoach OC 2, offers athletes accurate, high contrast information about speed, cadence and glide in a completely waterproof package. Use with an impeller on moving water (OC 6), or switch to GPS mode for wireless splits and distances.

Add the Training Pack software to program any workout ahead of time, start and record training and race pieces "on the fly", and upload data wirelessly to a computer or mobile device for deeper insights over time. **Order Now**

SKU: 10009

Quote

Barry Cleal. Neilson Kellerman (NZ), GST# 11-747-337

Unit 2/40 Howard Hunter Ave
St Johns
Auckland
Mob: 0274 980 896

Bank: 01-0262-0023149-02

Sole agent and distributor in New Zealand of all Neilson Kelleman products

Date: 29/10/2026
Quote No.: 11718
Salesperson: Barry Cleal Nielsen-Kellerman(NZ).

Bill To:
Nothern Phoenix Dragon boating Club
c/onorthern Phoenix Dragon Boating Club

Qty		Description	Unit Price	Total
1	0190TAU	GPS Speedcoach.	$300.03	$300.03
1	courier.	delivery	$15.50	$15.50

Subtotal	$315.53
GST(15%)	$47.33
Total	**$362.86**

Thank you for your business.

Your statement
Tō pūrongo pūtea

Kiwibank Limited, Private Bag 39888, Wellington 5045, New Zealand Kiwibank.co.nz Phone: 0800 113 355

NORTHERN PHOENIX PADDLING CLUB INCORPORATED
[redacted]

Statement number 36

Access Number [redacted]

Account balance(s) as at 30 September 2026

(Account(s) held with Kiwibank Limited)

Account	Account Number	Balance
NORTHERN PHOENIX PADDLING CLUB INCORPORATED	[redacted]	$5,984.92
NORTHERN PHOENIX PADDLING CLUB INCORPORATED	[redacted]	$11.00
NORTHERN PHOENIX PADDLING CLUB INCORPORATED	[redacted]	$2,044.00

Account Name: NORTHERN PHOENIX PADDLING CLUB INCORPORATED
Product Name: Business Edge Account
Personalised Name: GENERAL
Account Number: [redacted]
Statement Period: 01 September 2026 to 30 September 2026

Date	Transaction	Withdrawals	Deposits	Balance
01 Sep	[redacted]			$712.02
02 Sep			$25.00	$737.02
02 Sep				
03 Sep			$15.00	$752.02
03 Sep				
03 Sep		$50.00		$702.02
04 Sep		$27.60		$674.42
04 Sep				
07 Sep			$1,225.00	$1,899.42
07 Sep				
09 Sep			$20.00	$1,919.42
09 Sep				
09 Sep			$25.00	$1,944.42
09 Sep				
09 Sep			$50.00	$1,994.42
09 Sep				
10 Sep			$15.00	$2,009.42
10 Sep				
11 Sep			$25.00	$2,034.42
11 Sep				
15 Sep			$500.00	$2,534.42
15 Sep				
16 Sep			$25.00	$2,559.42
16 Sep				
16 Sep			$250.00	$2,809.42
16 Sep				
16 Sep			$250.00	$3,059.42
16 Sep				
17 Sep			$15.00	$3,074.42
17 Sep				
17 Sep			$20.00	$3,094.42
17 Sep				
17 Sep		$500.00		$2,594.42
18 Sep		$30.00		$2,564.42
18 Sep				
18 Sep		$30.00		$2,534.42
18 Sep				
18 Sep		$1,225.00		$1,309.42
18 Sep				
19 Sep			$6.00	$1,315.42
19 Sep			$7.50	$1,322.92
19 Sep				

Date	Transaction	Withdrawals	Deposits	Balance
19 Sep	[redacted]		$9.00	$1,331.92
19 Sep			$12.00	$1,343.92
19 Sep				
19 Sep			$6.00	$1,349.92
19 Sep			$5.00	$1,354.92
19 Sep			$18.00	$1,372.92
19 Sep				
19 Sep			$5.00	$1,377.92
19 Sep			$18.00	$1,395.92
19 Sep			$6.00	$1,401.92
19 Sep			$5.00	$1,406.92
19 Sep			$6.00	$1,412.92
19 Sep			$5.00	$1,417.92
19 Sep			$5.50	$1,423.42
19 Sep			$3.00	$1,426.42
19 Sep				
19 Sep			$5.00	$1,431.42
19 Sep				
19 Sep			$5.00	$1,436.42
19 Sep			$8.50	$1,444.92
19 Sep			$8.50	$1,453.42
19 Sep			$12.00	$1,465.42
19 Sep			$2.50	$1,467.92
19 Sep				
20 Sep			$6.00	$1,473.92
20 Sep			$6.00	$1,479.92
20 Sep				
20 Sep			$2.50	$1,482.42
20 Sep				
20 Sep			$11.00	$1,493.42
20 Sep				
20 Sep			$9.00	$1,502.42
20 Sep			$13.00	$1,515.42
20 Sep			$12.00	$1,527.42
20 Sep			$11.00	$1,538.42
20 Sep			$2.50	$1,540.92
20 Sep			$6.00	$1,546.92
20 Sep			$12.00	$1,558.92
20 Sep			$6.00	$1,564.92
20 Sep			$6.00	$1,570.92
20 Sep				
20 Sep			$5.00	$1,575.92
20 Sep				
20 Sep			$2.50	$1,578.42
20 Sep			$6.00	$1,584.42
20 Sep				
20 Sep			$5.00	$1,589.42
20 Sep				
20 Sep			$2.50	$1,591.92
20 Sep			$8.00	$1,599.92
20 Sep			$8.50	$1,608.42

Date	Transaction	Withdrawals	Deposits	Balance
20 Sep	[redacted]		$5.00	$1,613.42
20 Sep				
20 Sep			$9.00	$1,622.42
20 Sep				
20 Sep			$5.50	$1,627.92
20 Sep			$9.00	$1,636.92
20 Sep			$8.50	$1,645.42
20 Sep			$2.50	$1,647.92
20 Sep			$3.00	$1,650.92
20 Sep			$9.00	$1,659.92
20 Sep			$21.00	$1,680.92
20 Sep			$12.00	$1,692.92
20 Sep			$11.00	$1,703.92
20 Sep				
20 Sep			$8.50	$1,712.42
20 Sep				
20 Sep			$6.00	$1,718.42
20 Sep				
20 Sep			$12.00	$1,730.42
20 Sep			$15.00	$1,745.42
20 Sep			$8.50	$1,753.92
20 Sep			$2.50	$1,756.42
20 Sep			$7.50	$1,763.92
20 Sep				
21 Sep			$190.00	$1,953.92
21 Sep				
22 Sep			$1,470.00	$3,423.92
22 Sep				
23 Sep			$20.00	$3,443.92
23 Sep				
23 Sep			$25.00	$3,468.92
23 Sep				
23 Sep			$3,000.00	$6,468.92
23 Sep				
23 Sep		$2,044.00		$4,424.92
23 Sep				
24 Sep			$15.00	$4,439.92
24 Sep				
24 Sep			$20.00	$4,459.92
24 Sep				
30 Sep			$25.00	$4,484.92
30 Sep				
30 Sep			$1,500.00	$5,984.92
30 Sep				
30 Sep	**Closing Account Balance...**			**$5,984.92**

Account Name: NORTHERN PHOENIX PADDLING CLUB INCORPORATED
Product Name: Business Edge Account
Personalised Name: DEBIT CARD
Account Number: [redacted]
Statement Period: 01 September 2026 to 30 September 2026

Date	Transaction	Withdrawals	Deposits	Balance
01 Sep	[redacted]			$1.44
03 Sep			$50.00	$51.44
18 Sep		$40.44		$11.00
30 Sep	**Closing Account Balance...**			**$11.00**

Account Name: NORTHERN PHOENIX PADDLING CLUB INCORPORATED
Product Name: Business Edge Account
Personalised Name: Fundraising
Account Number: [redacted]
Statement Period: 01 September 2026 to 30 September 2026

Date	Transaction	Withdrawals	Deposits	Balance
01 Sep	[redacted]			$0.00
14 Sep			$3,000.00	$3,000.00
14 Sep				
23 Sep		$3,000.00		$0.00
23 Sep				
23 Sep			$2,044.00	$2,044.00
23 Sep				
30 Sep	**Closing Account Balance...**			**$2,044.00**

Financial Statement

Northern Phoenix Paddling Club Inc.
Financial Statement for year ending 30 April 2026

INCOME	2026	2025
Members Fees	$3,468.50	$3,545.00
Members Contributions[1]	$2,450.00	$1,950.00
Equipment/Uniform Sales	$2,870.00	$0.00
Equipment Hire	$0.00	$0.00
Funding Income[1]	$3,000.00	$14,292.17
Fundraising Income[2]	$6,898.41	$6,168.67
Total Income	*$18,686.91*	*$25,955.84*

EXPENSES	2026	2025
Aoraki Fees	$5,225.00	$4,875.00
Nationals/South Islands[1]	$2,958.97	$14,387.11
Equipment/Uniform	$3,339.63	$213.33
Funding Expenses	$0.00	$0.00
Fundraising Expenses[2]	$6,517.42	$3,344.18
Committee Expenses	$284.95	$0.00
Other Team Expenses[5]	$768.08	$3,281.69
Website/Advertising	$545.51	$257.27
Banking	$0.00	$10.00
Depreciation[3]	$2,200.29	$5,952.46
Disposal of Assets[3]	$338.00	$527.62
Total Expenses	*$22,177.85*	*$32,848.66*
Net Surplus	**-$3,490.94**	**-$6,892.82**

ASSETS	2026	2025
Cash in Bank - Kiwibank General	$428.02	$3,652.57
Cash in Bank - Kiwibank Card	$9.26	$199.38
Cash in Bank - Kiwibank General 2	$655.00	
Cash in Bank - ASB General	$0.00	$0.00
Cash in Bank - ASB Card	$0.00	$0.00
Petty Cash	$55.30	$55.30
Unpaid Invoices[4]	$690.11	$1,581.11
Sub-Total Assets (Cash)	*$1,837.69*	*$5,488.36*
Property, plant, equipment[3]	$3,293.37	$5,493.64
Total Assets	*$5,131.06*	*$10,982.00*

LIABILITIES	2026	2025
Unpaid Invoices	$0.00	$2,360.00
Total Liabilities	*$0.00*	*$2,360.00*
Net Assets (Liabilities)	**$5,131.06**	**$8,622.00**
Total Funds as at 30/4/2026	$5,131.06	**$8,622.00**

Notes:

1 Nationals & SI members payments to club(+) $2,450.00
Nationals funding application(+) $0.00
Nationals & SI paid out(-) $2,958.97
Net cost for nationals & SI **-$508.97**

2 Fundraising cash received (takings) (+) $6,898.41
Fundraising expenses (stock etc) (-) $6,517.42
Net income from fundraising **$380.99**

3 See depreciation schedule
Includes debt write off $338.00

4 Paddlers contributions to nationals, SI's and season fees with payment plans in place

5 Includes $400 to IRD for overdue historic tax

ANDREW MARTIN
PRESIDENT

HEATHER VEITCH
TREASURER

NORTHERN PHOENIX PADDLING CLUB
THE COMMON SEAL OF
INCORPORATED

Depreciation Schedule
Period Ending 30/4/26

Assets		DV Rate %	Original Value	Value b/f	Depreciation	Disposal Value	Value c/f	Comments
	Life Jackets	50	$2,301.48	$326.44	$163.22		$163.22	
	Paddles & Bag	67	$9,911.67	$2,175.12	$1,457.33		$717.79	
	Cox Box	10	$2,583.89	$1,883.66	$188.37		$1,695.29	
	GoPro Equipment	40	$1,747.21	$978.44	$391.38		$587.06	
	Trophies	0	$130.00	$130.00	$0.00		$130.00	
Total			**$16,674.25**	**$5,493.66**	**$2,200.29**	**$0.00**	**$3,293.37**	

Total depreciated assets purchased this year:
$0.00

ANDREW MARTIN
PRESIDENT

HEATHER VERCHAM
TREASURER

NORTHERN PHOENIX PADDLING CLUB INCORPORATED
THE COMMON SEAL OF

What happens now?

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 2026/2027

Name of group: KAIAPOI COMMUNITY GARDEN

Address: GARDEN ADDRESS: KAIAPOI BOROUGH SCHOOL

Contact person within organisation: [redacted]

Position within organisation: FUNDING

Contact phone number: [redacted] Email: [redacted]

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

IRRIGATION FOR GARDEN (REPAIRS + IMPROVEMENT)

What is the timeframe of the project/event date? AS SOON AS POSSIBLE

Overall cost of project/event: $660 Amount requested: $660

How many people will directly benefit from this project? ALL PEOPLE WHO RECEIVE FOOD FROM GARDEN

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

☐ People with disabilities (mental or physical) ☐ Cultural/ethnic minorities ☐ District

☐ Preschool ☐ School/youth ☐ Adults ☑ Whole community/ward

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

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

Other (please specify): _____

WAIMAKARIRI DISTRICT COUNCIL
RECEIVED: 23 OCT 2026
To: Thea

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

ASSISTS GROWING VEGETABLES IN TIMES OF DROUGHT PRODUCE IS USED TO MAKE PRESERVES, SOLD TO SUPPORT GARDEN, & DONATED TO THOSE IN NEED)

What is the benefit(s) to your organisation?

ENABLES PLANTS TO THRIVE

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

VEGETABLES & FRUIT ARE PRODUCED TO SUPPORT FOOD SECURITY FOR THE AREA

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.

SELL PRESERVES & SEEDLINGS

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.

CREATIVE COMMUNITY. GRANT FOR MUSIC FOR GARDEN OPEN DAY

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

If yes, please supply details:

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

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

GROWTH WOULD BE AFFECTED ADVERSELY WITHOUT WATERING & COSTS WOULD HAVE TO BE SOUGHT ELSEWHERE

Enclosed
- ☑ Financial Information *(compulsory – your application cannot be processed without financial statements)*
- ☐ Bank Statement *(Bank Statements will remain confidential)*
- ☐ Project Budget
- ☑ Quotes
- ☐ Costs
- ☐ Other supporting information

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

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

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

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

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

Signed: [redacted] Date: 22/10/26

QUOTE

Kaiapoi Community Garden

Date
24 Sep 2026

Expiry
21 Oct 2026

Quote Number
QU-0343

Reference
Irrigation Repairs

GST Number
127-542-058

ENSORS Irrigation & Water Co.
8b Woodend Road
Woodend, 7610
0800 ENSORS
info@ensors.co.nz

Irrigation Repairs & Improvements

ENSORS Irrigation & Water Co. is pleased to provide this proposal to carry out repairs and minor improvements to the existing irrigation and water supply system at the Kaiapoi Community Garden.

The proposed work is aimed at improving the reliability and ease of use of the existing system, while addressing several damaged or poorly positioned components identified onsite.

Scope of Works:
- Excavate and replace the four existing 25mm ball valves located around the irrigation ring main.
- Replace the existing 20mm garden tap with a 25mm tap at the main water supply to improve flow and accessibility.
- Replace the broken isolation valve serving the dripline garden beds.
- Re-direct the water supply into the garden bed so the pipework rises within the garden bed rather than through the lawn, reducing the likelihood of damage and providing a tidier installation.
- Install a tee to the tap beside greenhouse and take a water supply into greenhouse, add dripline to greenhouse beds.
- Run and test the existing irrigation system and repair any leaks identified within the dripline.

On completion, the system will be operated and checked to confirm the repaired components are functioning correctly.

Description	Quantity	Unit Price	Amount NZD
Project as outlines in summary above.	1.00	350.00	350.00
Irrigation parts, pipe and fittings, valves etc	1.00	224.00	224.00
		Subtotal	574.00
		TOTAL GST 15%	86.10
		TOTAL NZD	**660.10**

Kaiapoi Community Garden Trust

Funds Received and Paid

For the period 1 April 2025 to 31 March 2026

		2026	2025
Operational Receipts			
Grants	(Note 6)	29,500	24,325
Donations		-	694
Sale of Preserves		2,858	3,166
Other sales		3,286	3,728
Community Events		1,392	-
Fundraising activities		960	-
Subscriptions		235	310
Workshops		-	65
Interest		5	281
Total Operational Receipts		**38,236**	**32,569**
Operational Payments			
Wages		19,060	15,282
Maintenance, Repairs and Improvements		6,040	1,295
Community Events		1,618	647
Preserve ingredients		948	928
Insurance		1,279	1,238
Utilities		786	1,123
Publicity		461	194
Garden Products		438	466
Accounting and Audit		402	339
Costs associated with fundraising		137	-
General Expense		111	441
Total Operational Payments		**31,279**	**21,953**
Excess Operational Receipts/(Payments) for Year		6,956	10,616
Other Payments			
Purchased Tools and Equipment		300	7,477
Total other Receipts and Payments		**(300)**	**(7,477)**
Total Cash Flow for Year		**6,656**	**3,139**

Cash Balance at Start of Year	24,314
Cash Flow for Year	6,656
Cash Balance at End of Year	30,971

Kaiapoi Community Garden Trust

Assets and Liabilities

As At 31 March 2026

		2026	2025
Current Assets			
Cash at Bank		30,971	24,286
Cash at Hand		-	28
Total Current Assets		**30,971**	**24,314**
Current Liabilities			
Unexpended Grants	Note 6	4,737	6,162
Total Current Liabilities		**4,737**	**6,162**
Available Funds		26,234	18,152
Other Significant Assets			
Buildings at Valuation	Note 7	68,200	68,200
Other Fixed Assets at Cost	Note 7	22,418	22,118
Total Other Assets		**90,618**	**90,318**

Spreadsheet Showing Kaiapoi-Tuahiwi Community Board Discretionary Grant for the 2026/27 Financial Year

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
		Carried forward 2025/26 = $2,839	2026/27= $9,070				$ 11,909.00
	20-Jul	R13 Youth Development Trust	Signwriting for Community Service Programme vehicle	22-Oct-26	$582.91	$583	$11,326
	20-Jul	North Cantebury Dive Club Inc	50th Anniversary		$4,000	Declined	$11,326
	17-Aug	Big Brothers Big Sisters of North Canterbury	Towards the production of a 15-second cinema advertisement		$750	$750	$10,576
	17-Aug	All Stars Marching Teams	Towards accommodation for training camp	Withdrawn	$750		$10,576
	17-Aug	All Stars Marching Teams	Towards van hire costs for trip to South Islands in Dunedin December 2026		$750	$300	$10,276
Kaiapoi-Tuahiwi Community Board 10.136.100.2410	21-Sept	North Canterbury Homeschoolers	Towards hosting a interacite music workshop		$214	Declined	$10,276
	19-Oct	Comcol North Canterbury	Towards materials for the Art Connect - Youth Voice for Nature project		$700	$250	$10,026
	16-Nov	Kaiapoi Community Garden	Irrigation for Garden		$660		
	16-Nov	Northern Phoenix Paddling Club Inc.	GPS Speedcoach Device		$363		

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
Kaiapoi-Tuahiwi Community Board 10.136.100.2410		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 Compitition	9-Mar-26	$600	$250	$7,809
	15-Sep	Menzshed of Kaiapoi Inc	towardshosting 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	26-May-26	$1,056	$500	$6,029
	16-Feb	Community Watch Kaiapoi Incorporated	Toeards an upgrade of the vehicle radio and purchase of four portable radios	13-May-26	$750	$750	$5,279
	16-Feb	McCullough Guards Leisure Marching	Towards hosting the National Leisure Marching Event	Withdrawn	$750 -$1,000		$5,279
	16-Mar	Kaiapoi Toy Library	LeapPad Academy Educational Tablet and Leap Frog LeapMove		$810	$500	$4,779
	16-Mar	Rangiora Boxing Club	Towards medical care		$500	$500	$4,279
	20-Apr	Chris Ruth Centre Trust	Towards a portable speaker	15-Jun-26	$190	$190	$4,089
	20-Apr	North Canterbury Jamboree Scout Troop	Towards Pre-Jamboree camp	Declined	$1,000	$ -	$4,089
	15-Jun	Kaiapoi Pony Club	St Johns Ambulence Services		$750	$ 750.00	$3,339
	15-Jun	Menzshed	Purchase of a BBQ		$500	$ 500.00	**$2,839**

Waimakariri District Council
215 High Street
Private Bag 1005
Rangiora 7440, New Zealand
Phone 0800 965 468

Kaiapoi-Tuahiwi Community Board
Discretionary Grant Application

Information to assist groups with their application

The purpose of the Board discretionary grant 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 e.g. 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	

210603089725 – QD GOV Form 006 – Version 7 – July 2026

Criteria for application

- 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.
- Grant funding will not be allocated for events/projects that have already occurred, i.e. retrospectively.
- 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.
- 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.
- Grant funding would primarily be limited to projects located within the Board's geographical area or providing a clear benefit to residents of the area. In exceptional circumstances, the Board may consider applications for projects outside its geographical area and, in such cases, would provide detailed reasons for exceeding its standard scope.
- 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 set 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.
- The applicant should submit relevant financial information to prove they can deliver the project. Financial information should include a project budget, an organisational balance sheet/profit and loss, and 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 applications will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

WDC Reference: GOV-26-08-05 / 261030351270

9 November 2026

Kaiapoi-Tuahiwi Community Board
c/- Waimakariri District Council
215 High Street
Private Bag
Rangiora 7440

Dear Kaiapoi-Tuahiwi Community Board Members

I wish to acknowledge at your meeting on 19 October 2026, your Board's approval of a grant of $250 to Comcol North Canterbury towards our Art Connect 2026/27 project. Your contribution towards Art Connect will help create opportunities for young people to build confidence, creativity, connection, and self-expression through participation in meaningful arts-based experiences.

Thank you also for your interest in the future location of the mural panels. Once completed, the three panels will become a permanent feature at Comcol and, due to their installation method, are not designed to be relocated. However, we would be delighted to welcome members of the Kaiapoi-Tuahiwi Community Board to the unveiling event and a visit to Comcol so you can see the completed artwork and meet some of the young people involved in the project.

As a community organisation delivering a number of government-funded programmes, I appreciate that funders may sometimes question the value of providing community funding to an organisation that also receives government funding.

Along with expressing our sincere thanks for supporting our organisation, I would like to take this opportunity to explain why community investment matters for the young people who live in the Waimakariri district, particularly those who face barriers to recognising their strengths, building confidence, and achieving their potential.

Why community investment in Comcol North Canterbury matters

Since 1983, Comcol North Canterbury (Comcol) has been helping young people and their whānau overcome barriers, discover their strengths, and create positive pathways into education, training, employment, and community life. While government funding provides the foundation for much of this work, community investment enables us to respond creatively to emerging needs and create opportunities that can transform lives.

Government funding through our programmes such as Youth Guarantee, Youth Service, He Poutama Rangatahi, and Work Readiness Training is an important part of our charitable organisation's sustainability. These contracts enable us to continue serving our community and require rigorous standards of governance, financial management, reporting, compliance, and accountability. As a long-established community organisation, Comcol maintains robust systems and regularly undergoes audits to ensure all legislative and contractual requirements are met.

However, government contracts fund specific services and outcomes. They do not fund everything young people need to flourish.

For more than four decades, Comcol has built trusted relationships with young people, their whānau, and our wider community. These relationships have shaped our belief that young people are more than a contract, qualification, or statistic. They are individuals with unique strengths, aspirations, and potential. This understanding allows us to provide wrap-around support that extends beyond education and employment outcomes, working alongside families, responding to individual circumstances, and helping young people navigate challenges while celebrating their successes.

Many of the opportunities we provide have been developed by our Comcol team in partnership with the young people we serve. We recognise that educational and employment success is often built on confidence, connection, self-belief, practical life skills, and a sense of belonging. Our initiatives are designed to create achievable pathways that build capability, confidence, and momentum towards long-term success.

This is where philanthropic and community investment becomes essential. It enables Comcol to create and deliver initiatives that sit outside government contract specifications but often provide the greatest opportunities for personal growth, connection, and transformation.

Since 2022, with the support of funders who believe in our organisation and our ability to innovate, we have developed a suite of community-led initiatives shaped by the experiences, strengths, and aspirations of the young people we work alongside.

Community investment, combined with Comcol's own in-kind contribution and community partnerships, enables initiatives that would otherwise not exist, including:

Living Laboratory projects that provide hands-on experiences in environmental stewardship, teamwork, leadership, problem-solving, and community engagement.

Equine Connect, a wellbeing programme that supports people of all ages experiencing personal challenges through guided interactions with horses, helping to build confidence, resilience, self-awareness, and emotional wellbeing.

Equine Career Link, which provides practical work experience, industry-relevant skills, employment preparation, and connections with prospective employers, creating pathways into the equine sector.

Driving lessons that improve independence, employability, and access to further opportunities.

Art Connect, where young people build confidence, creativity, connection, and self-expression through the arts.

Comcol Connect, a nature-based programme that engages young people in meaningful projects in our Living Laboratory while transitioning into, or between, education, training, and employment. Participants develop practical skills, strengthen their connection to place, build confidence, and explore future pathways through hands-on environmental and community projects.

These programmes were not created because they were required by a contract. They were created because our team saw the potential in young people, recognised opportunities to better support their personal development, and developed innovative responses that help them build confidence, discover their strengths, and create positive pathways for their future.

Government funding provides the foundation that allows us to operate. Community and philanthropic investment provide the flexibility to innovate, respond, and create opportunities that would otherwise not exist. Together, they enable Comcol to do far more than deliver contracted outcomes. They help young people build confidence, gain practical skills, strengthen wellbeing, discover purpose, and achieve success.

For more than forty years, Comcol has been committed to walking alongside young people as they navigate their futures. Community investment ensures we can continue providing not only the services that are funded, but also the opportunities that unlock confidence, connection, wellbeing, and purpose. It enables us to respond to what young people truly need and to create pathways that can change the course of a life.

Government contracts help keep our doors open. Community investment helps young people discover what is possible once they walk through them.

Your investment in Art Connect demonstrates the important role community funding plays in helping local young people discover their strengths, build confidence, and create positive pathways for their future. Thank you for believing in both our young people and our organisation.

Yours sincerely



Kate O'Connor
Chief Executive
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027 519 9099

BIGGER
TOGETHER

Big Brothers Big Sisters
of North Canterbury
Tuakana Teina

BBBSNORTHCANTY
CALL US ON 03 310 7004
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Big Brothers Big Sisters
of North Canterbury
Tuakana Teina

THANK *You!*

Dear Board Members, 2026

THANK YOU for supporting the creation of our new mentor recruitment ad. It began screening this month and has already generated volunteer enquiries!

Ngā mihi nui from us all at Big Brothers Big Sisters of North Canterbury

KAIAPOI-TUAHIWI COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of November 2026

Member' Name: Tim Bartle

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
Events, meetings, e-mails	*Community Feedback and Concerns*	*Call for report, refer to Council, Service Request*
Coastal Drainage Advisory Group Meeting	*On track and doing well*	
Council Workshops on the LTP		
Clarkville Rural Drainage Advisory Group	*Another group doing well*	
Draft Waste Management and Minimisation Plan Hearing		
Citizenship Ceremony		
Kaiapoi Bridge - Official Unveiling	*Great to have this completed*	
Second Citizenship Ceremony		
High Street Water Main Upgrade - Public Drop in Session		
Gambling Policies (Class 4 Gambling Venue Policy and TAB Venue Policy) Hearing		

* *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.*

KAIAPOI-TUAHIWI COMMUNITY BOARD

MEMBERS' INFORMATION EXCHANGE FOR NOVEMBER 2026

Member's Name: Philip Redmond

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
i.e, Events, meetings, e-mails	*i.e, Community Feedback and Concerns*	*i.e, Call for report, refer to Council, Service Request*
Agritourism Visit	• Attend an event at Island Hills Station located in the Hurunui/Culverden foothills. • Provides opportunities for farmers and rural landowners to diversify their income streams	
Passchendaele Commemorative Service	• The Battle of Passchendaele remains the greatest single-day loss of life in New Zealand's military history, with 845 New Zealand soldiers killed and over 1,800 wounded on 12 October 1917 • The Council has a Passchendaele Adversary Group which I chair. • The Adversary Group are exploring opportunities to foster closer ties with the Municipality of Zonnebeke.	
LGNZ Conference	• The Conference was held in Rotorua and provided a valuable opportunity to hear from a range of high-quality speakers and participate in informative panel discussions. • A particularly insightful session focused on climate risk, insurance, and council liability. • It was noted that, while New Zealand invests significantly in infrastructure, the outcomes achieved are often comparatively lower than those of other OECD countries. • The conference also reinforced that the coalition Government remains committed to local government reform, with a strong emphasis on aligning these changes with the development of a new planning and environmental management system.	

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
i.e, Events, meetings, e-mails	*i.e, Community Feedback and Concerns*	*i.e, Call for report, refer to Council, Service Request*
LGNZ Survey	• LGNZ survey results indicated a strong preference for decision-making on Local Government reform to remain with local communities and councils, rather than being directed by Central Government. • The survey also found that 51% of respondents supported rates capping, while 26% opposed the measure. In terms of councils' performance, 70% of respondents rated their council's effectiveness as average to very good. • Tellingly, the results demonstrated a higher level of trust in local government decision-making than in central government. Fifty-four percent of respondents considered their local council to be the most trusted organisation to make decisions for their community, compared with 24% who trusted central government to make those decisions.	
Community Wellbeing North Canterbury Trust AGM	• Celebrate the contribution of Deidre Ryan, who is retiring from her role as Chief Executive after 15 years of dedicated service.	
Clarkville Rural Drainage Advisory Group	• The contractor attended the meeting and provided an overview of current works and the overall condition of the scheme. • It was reported that the scheme is in good condition.	
Waimakariri Road Safety Working Group	• The Working Group met with representatives from Corde, Fire and Emergency New Zealand (FENZ), New Zealand Police, the Heavy Haulage sector, the South Island Regional Transport Association, and the Council's Roading team in attendance. • Representatives from the Automobile Association (AA), Students Against Dangerous Driving (SADD), NZ Transport Agency Waka Kotahi (NZTA), and NZ Tracking were unable to attend	

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	• Carol McGeady of NZ Tracking provided a presentation on workforce engagement initiatives and career development pathways, highlighting the organisation's efforts to attract and retain skilled employees within the transport sector. • Peter Daly presented the latest road safety and crash data for the district. The analysis identified intersection safety and driver distraction as the key road safety priorities. Encouragingly, the data indicated that the Waimakariri District generally performs at or better than the national average across most road safety measures	
Kaiapoi Bridge Balustrades	• The official opening of the Kaiapoi Bridge Balustrades project was held on 27 October 2027, marking the completion of a significant community enhancement initiative. • Strong emphasis was placed on sourcing local materials, and much of the work was undertaken by local contractors. • The project was also made possible through the generous support of Harry Harper's bequest	
Long Term Plan Workshop – 29 October 2026	• Ongoing funding challenges associated with securing NZTA funding for both capital projects and maintenance activities were discussed. • The need to establish clear priorities for future investment and service delivery was considered. Discussion included the potential requirement to review levels of service, assess affordability considerations, and understand the implications of any rates-capping measures on the Council's ability to meet community expectations and maintain essential infrastructure and services. • The need to establish clear priorities and give consideration to service delivery reduction, as well as understand the implications of any rates-capping measures.	

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i.e, Events, meetings, e-mails	*i.e, Community Feedback and Concerns*	*i.e, Call for report, refer to Council, Service Request*
MainPower North Canterbury Sports Awards	• Celebration of sporting excellence and recognition of the achievements of athletes, coaches, administrators, volunteers, and scholarship recipients. • The Supreme Sports Award was presented to Liam Connolly in recognition of his contributions as assistant coach of the Canterbury Rams and coach of the New Zealand Under-17 team.	

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

KAIAPOI-TUAHIWI COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE FOR November 2026

Member's Name: Shona Powell

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
i.e, Events, meetings, e-mails	*i.e, Community Feedback and Concerns*	*i.e, Call for report, refer to Council, Service Request*
Pegasus Community Centre – official opening as MC and public open day	Very positive feedback on the centre, the workmanship and the amenities provided e.g. audiovisual. People really appreciated the outlook to the lake and liked the flooring. A lot of events and ideas for classes that people would like to use the Centre for. The Centre opening was a year after the sod turning.	
Funeral service for Robbie Brine	A touching service for Robbie who had been involved in many projects while on Council.	
Volunteering at PCC	A lot of people through wanting to have a look. Someone from the Electoral Commission came to have a look as it has been booked for election day as a voting centre. Lots of positive feedback.	
Blessing of Extended hours Medical facility in Rangiora	The GP Practice will open later in November. The urgent care and extended hours service along with the Pharmacy, Pacific Radiology with x-ray, CT, and MRI are scheduled to open in early 2027.	
Community Wellbeing Trust North Canterbury AGM	Went beyond the usual AGM formalities and had staff telling the stories from their areas which helped to raise awareness of the extent of services provided and the positive impact on the community. In final stages of recruiting a new CEO.	
Unveiling of plaque on the new balustrades on the Kaiapoi River Bridge	Thanks to Harry Harper for the bequest toward this project. They look stunning day and night, if you haven't gone for a walk over the bridge recently it is well worth while.	
Items of Interest:		

• Opening of Pegasus Community Centre with many still coming through to have a look at it • Photos of vehicles on Woodend Beach taken on a busy warm day with a lot of people and children around were shared with staff who are going to follow up with police and ECan • Heather Warwick, CEO of Enterprise North Canterbury has announced her retirement • Organisers of the Pegasus monthly market are working with staff toward getting a revamped market up and running	
Councillor role:	
• Participated in various Council meetings, briefings and workshops – 11 during the month, not including the below • Woodend-Sefton and Kaiapoi-Tuahiwi Community Board meetings • Hearing panel for Community Outcomes • LGNZ online briefings on various topics • Te Kōhaka o Tūhaitara Trust meeting • Waimakariri Access Group meeting • Attended various community events like the Rangiora Art Society opening evening, Woodend Flower Show, Pegasus Market, opening of IHC exhibition "Nothing about us without us" at Rangiora Chamber Gallery, Pegasus Community Cuppa	Any questions let me know but you can see the Minutes of Council and committee meetings online and the recordings.

KAIAPOI-TUAHIWI COMMUNITY BOARD

MEMBERS' INFORMATION EXCHANGE FOR NOVEMBER 2026

Member's Name: Brent Cairns

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
i.e, Events, meetings, e-mails	*i.e, Community Feedback and Concerns*	*i.e, Call for report, refer to Council, Service Request*
Community Wellbeing AGM	Deidre the CE is set to retire in the new year.	
Passchendaele Service in Kaiapoi	Local soldier was presented a service medal.	
Reminder that Armistice Day on the 11th November at 11am will be held at Kaiapoi Cenotaph.	A tree naming ceremony at Murphy Park will follow.	
Northern Bulldogs AGM	Committee unchanged, lengthy discussion regarding consenting process for club room and the way forward for the club and their facilities.	
Off the Track Curtains business in Kaiapoi is up for sale.		
New Vege shop in Kaiapoi		
Pegasus Market	Monthly market has had a name change and is being supported by the Greenspace team re navigating Resource Consent etc	
Road safety meeting	With an ageing workforce, the industry are struggling to find new young drivers. The industry are conducting presentations in schools.	
Kaiapoi Bridge Balustrades	Huge thanks to Harry Harper for his generous donation.	
North Canterbury Sport and Recreation Trust	Hedgefest took out the best sporting event.	
High Street Watermain community drop in session	Small number attended, interest about the project and how it will impact on local retailers.	
Waimakariri Public Arts Trust meeting	Sculpture for Mainpower stadium has been delayed, Kippenburger sculpture in Rangiora will be open to public in or around Feb 2027, Pashby family sculpture idea for	

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	Kaiapoi was discussed. New signage has gone on to artworks around the district	
Arts workshop on the 19th November at FOD in Rangiora	Success story about selling artwork around the world and social media tips.	
Food Secure North Canterbury along with The Sterling Lifestyle village to support "veges in pots" project	Multiple veges growing in pots will go to families visiting Kaiapoi food bank.	
Kaiapoi Garden club had a successful weekend selling plants.		
Kaiapoi Community Garden had a great open day, with entertainment and visitors and plant sales.		
Robbie Brines funeral	Lovely service	
Silverstream clean up	Was a well-attended event, with lots of dumped rubbish collected.	
Kaiapoi Baptist church had a successful fundraiser	Funds went to support their youth.	
Chamber gallery in Rangiora	Images from IHC exhibition	
Attended a Vote for Kai event.		
Rangiora A&P show	Large crowd attended. Local Silverstream Alpaca breeder took out top prize.	
Halloween event at Norman Kirk Park	Was well attended with 600 prize bags handed out to children that visited businesses and collected stamps.	
Gambling and TAB Venue Policy hearing	There are 163 electronic gambling machines in the district, with years of no applications for more a new application has just come through for 9 machines at a venue in Oxford. Ten million profit is generated from these machines with less than $2million returning to the district.	

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
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Rangiora Players next theatre show is 14-28th November "A is for Arsenic" $25 for tickets.		

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