



Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

**I hereby give notice that the
Ahuriri Community Board Meeting**

will be held on:

Date: **Monday, 2 February 2026**

Time: **2:00 pm**

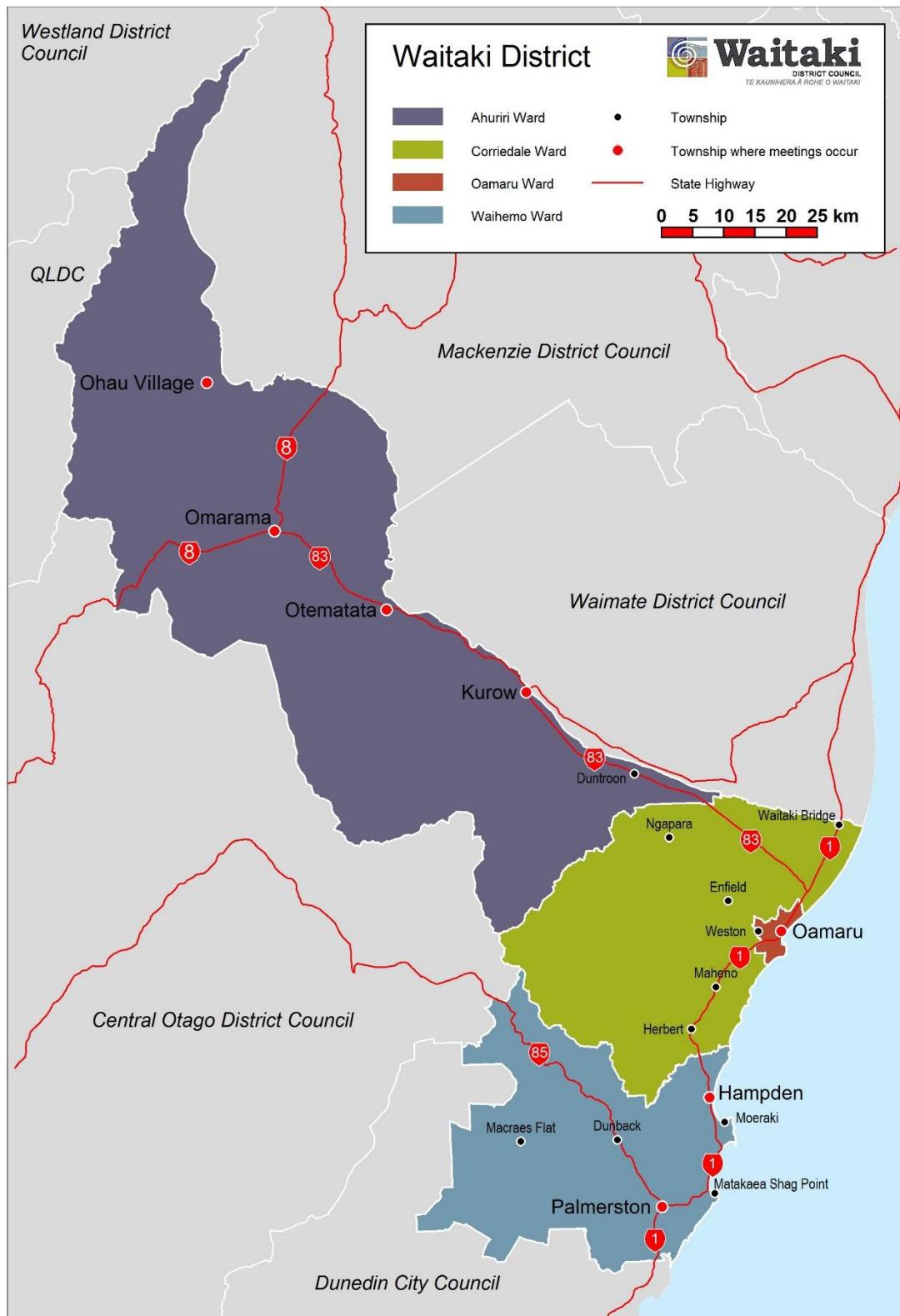
Location: **Otematata Community Centre, 1 West
Road, Otematata**

Agenda

Ahuriri Community Board Meeting

2 February 2026

**Alex Parmley
Chief Executive**





Agenda Items

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- 1 APOLOGIES**
- 2 DECLARATIONS OF INTEREST**
- 3 PUBLIC FORUM**

4 DECISION REPORTS

4.1 MANSE ROAD SAFETY IMPROVEMENTS

Author: Erik van der Spek, Network Manager

Authoriser: Roger Cook, Director Natural and Built Environment

RECOMMENDATION

That the Ahuriri Community Board approves the proposed safety improvements.

DECISION OBJECTIVE

To seek Ahuriri Community Board approval of proposed safety improvements.

SUMMARY

A budget of \$20,000 has been allocated for safety improvements on Manse Road, with a particular focus on enhancing pedestrian safety, including for school pupils.

Officers have worked collaboratively with representatives of the Ahuriri Community Board and the School to develop a proposed design. While the design has been informed through this engagement, it has not received universal support.

In accordance with the Council's procurement policy, quotes have been obtained from three reputable Waitaki-based companies. All submitted prices are within the allocated budget. Officers will award the contract in line with Council policy.

DECISION-MAKING EXPECTATIONS

| | |
|------------------------------|--|
| Governance Decision-Making: | Approving the design |
| Operational Decision-Making: | Awarding and implementing works |
| Communications | Media Releases – contributed to by officers and Elected Members Media/public enquiries regarding governance decision-making topics above can be addressed by governance |
| | Media/public enquiries regarding operational decision-making topics above can be addressed by officers |

SUMMARY OF DECISION-MAKING CRITERIA

| | No/Moderate/Key | | No/Moderate/Key |
|--------------------|-----------------|------------------------------|-----------------|
| Policy/Plan | No | Environmental Considerations | No |
| Legal | No | Cultural Considerations | No |
| Significance | No | Social Considerations | Moderate |
| Financial Criteria | Moderate | Economic Considerations | No |
| Community Views | Key | Community Board Views | Key |
| Consultation | No | Publicity and Communication | Moderate |

BACKGROUND

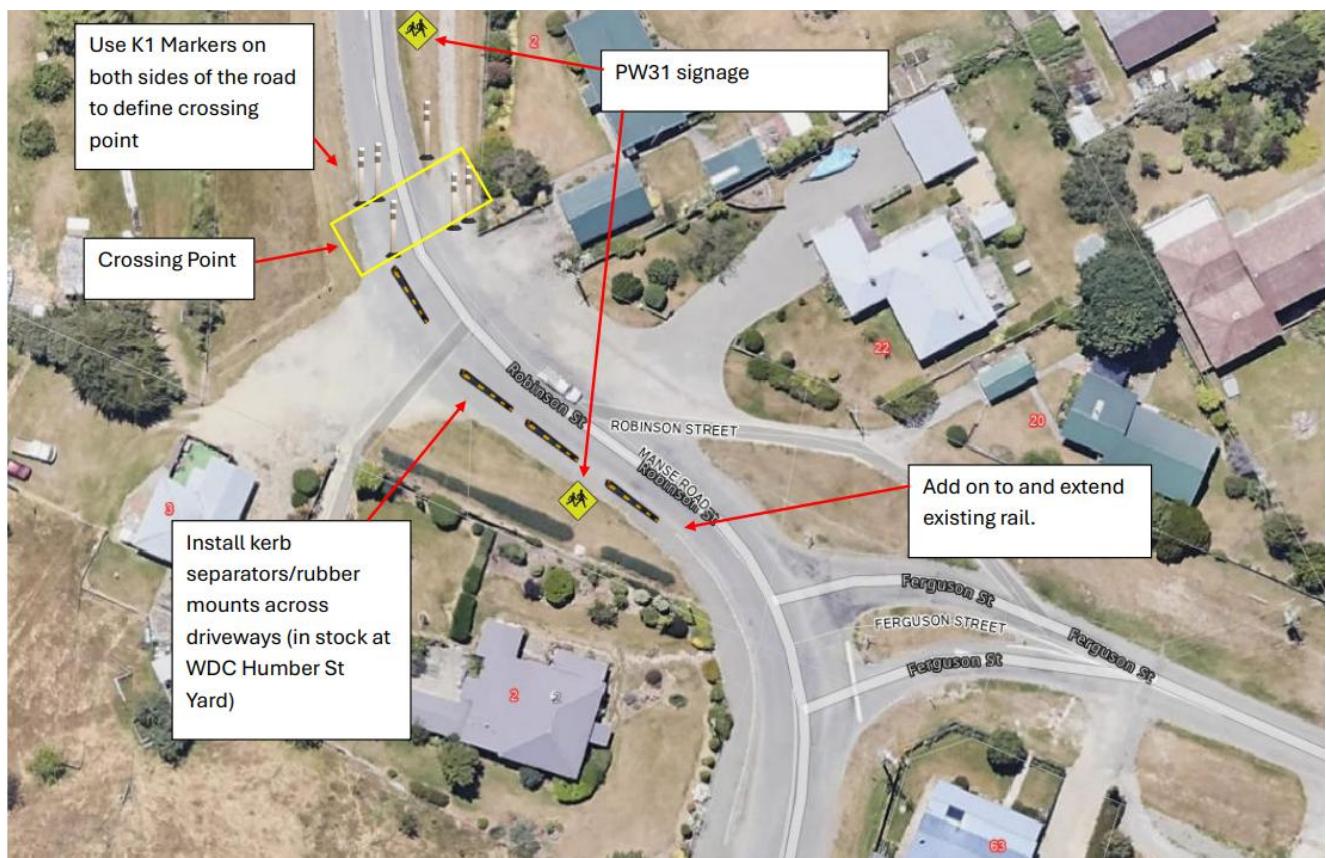
Following community concern over pedestrian safety on Manse Road, a budget was provided for the 2025/2026 financial year to carry out improvement work.

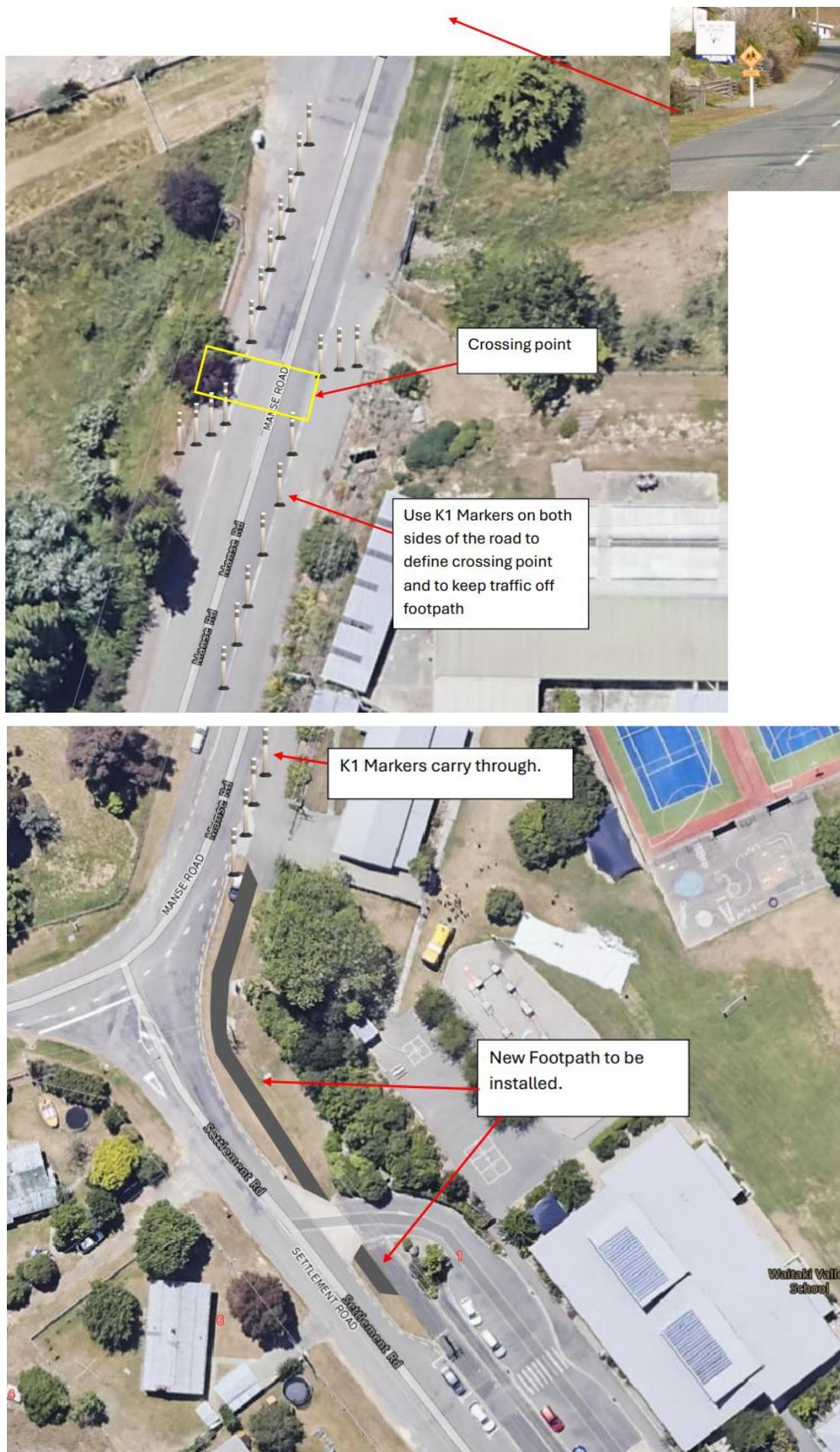
Officers have worked with representatives of the Ahuriri Community Board and the school to develop the following design.

The design does not have universal support, with concern expressed over reduced parking on Manse Road near the pool. The crossing point is proposed in the safest location with good approach visibility, away from intersections. There is some scope to tweak the crossing point, and officers will work with the school to minimise the impact on parking.

In accordance with Council procurement processes, officers have obtained three quotes for the proposed improvements, and the works are able to be completed within budget. As the work has been priced on a unit basis, there is some scope to refine or 'tweak' the design, if necessary. Officers will award the contract in line with Council policy when the plans are approved.

Additional work between the School and Whalen Lodge has been discussed, but is not part of the proposed design for approval, as there are insufficient funds allocated. This can be considered as a future project.





SUMMARY OF OPTIONS CONSIDERED

Option 1 – Approve the design included in this report.

Option 2 – Approve the design with changes.

Option 3 – Request further design work.

ASSESSMENT OF PREFERRED OPTION

Option 1 is the preferred option as this has had input from the Community Board and Community representatives and does not compromise the goal of safe pedestrian access along Manse Road to the School.

It is acknowledged that any changes inevitably result in trade-offs for individuals and the community between safety, convenience, and cost.

CONCLUSION

The design as outlined in this report delivers the intended safety improvements within budget and offers the best compromise between safety, convenience, and cost.

ADDITIONAL DECISION-MAKING CONSIDERATIONS

Waitaki District Council Strategic Framework

Outcomes

Community Outcomes

Prosperous District

- Attractive to new opportunities
- Supporting local businesses
- Fostering a diverse and resilient economy

Strong Communities

- Enabling safe, healthy communities
- Connected, inclusive communities
- Promoting a greater voice for Waitaki
- Celebrating our community identity

Quality Services

- Robust core infrastructure and services
- Community facilities and services we are proud of

Valued Environment

- Protecting our diverse landscapes and water bodies
- Meeting environmental and climate change challenges

Community Views

Community and community board representatives have had input into the design. While the design does not have universal support, it offers the best compromise on safety, cost, and convenience.

Financial Considerations

The design, as shown, can be delivered within the available budget.

4.2 COMMUNITY BOARD GRANT APPLICATION FROM WAITAKI VALLEY COMMUNITY SOCIETY (ON BEHALF OF KUROW ENHANCEMENT GROUP) - WINE BARREL PLANTERS STREET BEAUTIFICATION

Author: Allyson Wock, Governance Services Officer

Authoriser: Paul Hope, Director Support Services

Attachments: 1. [Funding Request from Waitaki Valley Community Society](#)  
2. [Invoice from Waitaki Valley Community Society](#)  

PURPOSE

To seek retrospective approval from the Ahuriri Community Board for funding already provided to support Kurow Enhancement Group's / Waitaki Valley Community Society's streetscape beautification project in Kurow.

OFFICER RECOMMENDATION

That the Ahuriri Community Board:

Grants retrospective approval for funding of \$316.25 (including GST) from the Ahuriri Community Board Discretionary Fund to the Waitaki Valley Community Society, contributing towards the installation of wine barrel planters on Bledisloe Street, Kurow.

Background

The Kurow Enhancement Group / Waitaki Valley Community Society approached the Ahuriri Community Board in late November 2025 seeking funding to address a shortfall in their wine barrel planter project. Given the urgent nature of the request and the Ahuriri Community Board's next formal meeting not being scheduled until February 2026, members agreed via email to pre-approve the funding through the Chair, with formal retrospective approval to be sought at the next Ahuriri Community Board meeting.

Payment was made to the Waitaki Valley Community Society in December 2025, with the project expected to be completed the same month.

Summary of Options Considered

Option 1 – Retrospectively approve the funding Formally approve the funding decision that was pre-approved via email due to urgent timing requirements.

Option 2 – Decline to retrospectively approve Decline to provide formal approval. This would require staff to seek recovery of the funds already paid to Waitaki Valley Community Society, which would likely damage community relationships and create administrative burden.

Assessment of Preferred Option

While staff present both options for completeness, Option 1 (retrospective approval) is the only practical choice. The funding was pre-approved by board members via email due to urgent timing, payment has been made, and the project has likely been completed. Declining retrospective approval would require attempting to recover funds that have likely been expended on the completed project and would damage community relationships.

Next Steps

Following retrospective approval, the formal resolution will be recorded for audit and governance compliance purposes, completing the approval process for the funding already provided.



Fwd: KEG Funds application

From Calum Reid <creid@waitaki.govt.nz>

Date Mon 24/11/2025 09:26

To Arlene Goss <agoss@waitaki.govt.nz>; Allyson Wock <awoock@waitaki.govt.nz>

Cc Ahuriri Community Board <AhuririCommunityBoard@waitaki.govt.nz>; WVCS Secretary <wvcssociety@gmail.com>

Hi,

I have had all the ACB members reply in the positive, with Karen and Alan both indicating a conflict of interest.

Karen - The lead on KEG (& WVCS) and Alan, a member of the WVCS.

I will get WVCS to send an invoice on behalf of the KEG group.

Calum Reid
Chair ACB
0274368700
creid@waitaki.govt.nz

Begin forwarded message:

From: WVCS Secretary <wvcssociety@gmail.com>

Subject: KEG Funds application

Date: 21 November 2025 at 10:02:10 AM NZDT

To: creid@waitaki.govt.nz

Cc: Karen Turner <[REDACTED]>, Alan Charles Pont <[REDACTED]>, Kaye Jenkins <[REDACTED]>

Good Morning Cal,

the KEG group would like to request financial assistance with their most recent project in Kurow. The project is for 10 half wine barrels to be planted up and put along Bledisloe street path near the shops. All planted up looking the same and in place by December 20th.

KEG group applied for funding with Meridian Energy and got \$1200 to put towards this project.

That pays for 8 half barrels (discounted at \$100 each) with another 2 half barrels donated.
We have the barrels and ready to start.

Half Barrels - \$800.
Potting mix - \$217.25
Plants. - \$250 (allowing \$25 a barrel)
Half barrel liner kits - \$249

TOTAL = \$1516.25.

We are short \$316.25.

We would like to apply to the ACB recreational fund for the shortfall.

Regards,

Anna Laing
Secretary
Waitaki Valley Community Society



TAX INVOICE

Ahuriri Community Board
Private Bag 50058
Oamaru 9444

Invoice Date
4 Dec 2025
Invoice Number
INV-4885
Reference
KEG
GST Number
050-019-713
Waitaki Valley
Community Society
Incorporated
57 Bledisloe Street
Kurow 9435
Phone: 03 436 0950
Fax: 03 436 0951
Email:
wvcstreasurer@gmail.com

| Description | Quantity | Unit Price | GST | Amount NZD |
|---|----------|------------|-----|---------------|
| Bledisloe Street, Kurow - Planting Project. Ahuriri Discretionary Funds | 1.00 | 316.25 | 15% | 316.25 |
| INCLUDES GST 15% | | | | 41.25 |
| TOTAL NZD | | | | 316.25 |

Due Date: 20 Dec 2025

Bank Account for payments: Waitaki Valley Community Society Inc
06-0927-0041422-00
Please include your invoice number as reference.

-X-

PAYMENT ADVICE

To: Waitaki Valley Community Society Incorporated
57 Bledisloe Street
Kurow 9435
Phone: 03 436 0950
Fax: 03 436 0951
Email: wvcstreasurer@gmail.com

Customer Ahuriri Community Board
Invoice Number INV-4885
Amount Due 316.25
Due Date 20 Dec 2025
Amount Enclosed

Enter the amount you are paying above

4.3 COMMUNITY BOARD GRANT APPLICATION FROM SOUTH ISLAND ROWING INC - RACE SPONSORSHIP AT THE 2026 MAADI REGATTA

Author: Allyson Wock, Governance Services Officer

Authoriser: Paul Hope, Director Support Services

Attachments:

1. Race Sponsorship Request from South Island Rowing Inc - Correspondence [!\[\]\(0678d1887db22e3f6b52fe38cd7e7b5b_img.jpg\) PDF](#)
2. Cover Letter [!\[\]\(868349cdb63d2bf8f87f2356c2929885_img.jpg\) PDF](#)
3. Community Board Grant Application Form [!\[\]\(4f2f01964845932aa2f8c4940f32e784_img.jpg\) PDF](#)
4. Sponsorship Information [!\[\]\(e6cb353af990dcacc4d1b060310ff6fe_img.jpg\) PDF](#)

PURPOSE

To consider a community board grant application of \$500 plus GST from South Island Rowing Inc for race sponsorship at the 2026 Maadi Regatta.

OFFICER RECOMMENDATION

That the Ahuriri Community Board:

1. Considers the community board grant application from South Island Rowing Inc for race sponsorship at the 2026 Maadi Regatta; and
2. Either:
 - a) Approves the requested sponsorship amount of \$500 plus GST; or
 - b) Declines the request; and
3. If approved, identifies the funding source to be used.

Background

The board has received a grant application from South Island Rowing Inc seeking sponsorship for the 2026 Maadi Regatta. The event will be held at Lake Ruataniwha, Twizel from 23-28 March 2026. Full details of the sponsorship request are provided in the attached documentation.

Summary of Options Considered

Option 1 – Approve full sponsorship Approve the requested sponsorship amount of \$500 plus GST and identify the funding source. This would provide the community board with race sponsorship recognition at the 2026 Maadi Regatta.

Option 2 – Decline the request Decline the sponsorship request. The board may determine the request does not align with current priorities or available budget.

Assessment of Preferred Option

Staff have assessed that both options are viable from an administrative perspective. The board is best placed to assess whether this sponsorship aligns with their priorities and available funding.

Next Steps

Next steps will depend on the board's decision:

- If approved: Staff will process payment from the identified fund and notify South Island Rowing Inc of the approval.
- If declined: Staff will notify South Island Rowing Inc of the board's decision.



South Island Rowing Grant Application - Maadi Regatta Race Sponsorship

From funding@ruataniwha.co.nz <funding@ruataniwha.co.nz>

Date Sat 15/11/2025 09:03

To Governance Services Waitaki <governanceservices@waitaki.govt.nz>

4 attachments (5 MB)

Ahuriri Com Brd Grant Application 141125.pdf; Executed Ahuriri Com Brd Cover Letter 301025.pdf; Maadi Regatta Race Sponsorship Details.pdf; Final 2025 SIR Inc Annual Accounts (signed).pdf;

Dear Sir / Madam,

South Island Rowing Inc (SIR) is a not-for-profit organization located on Lake Ruataniwha which lies on the boundaries of the Mackenzie and Waitaki Districts. The primary function of SIR is to promote the sport of rowing in NZ, and Lake Ruataniwha has a permanent 10 lane course to help facilitate this. SIR hosts 8 major regattas throughout the summer to help develop the sport and this culminates with either the NZ National Rowing Championships, or the NZ Secondary School Rowing Championships (aka the Maadi Regatta) being held. As well as competing at the regattas, various clubs and schools from Canterbury, Otago and Southland will have rowing camps and training sessions throughout the rowing season to prepare themselves for the major events. Both the Mackenzie and Waitaki Districts benefit from these repeat "sports tourists" coming to their region and providing trading opportunities for the businesses in these districts and townships.

In 2026 SIR will be hosting the Maadi regatta. This prestigious 6-day event sees between 8-10,000 people in attendance, with all accommodation in the area being booked up to handle this influx. The cost of hosting such a large event is considerable, and one way that SIR tries to cover these costs is by offering race sponsorship to organizations. They get the benefit of aligning themselves with a well-recognized and supported national event, and the race fee goes towards covering the costs required to run the championships. The race sponsorship fee for the 2026 regatta is \$500 + GST, which is the same cost as charged for the 2024 Maadi regatta.

Attached is Community Board Grant Application form to request that the Ahuriri Community Board for \$500 + GST to cover the cost of sponsor a race at these championships. Also attached is an information sheet outlining what visibility comes with this sponsorship, a copy of the SIR latest annual accounts and a cover letter explaining elements of these accounts. I trust that what has been supplied covers what you need to have this application considered, but if you require anything further, please let me know.

Thanks and regards

Karen Morgan
SIR Funding Manager
Phone: 021 469 207

South Island Rowing Inc.
PO Box 291
Twizel 7944
SOUTH CANTERBURY



30th October 2025

Ahuriri Community Board
c/- Waitaki District Council
20 Thames Street
OAMARU

Dear Sir / Madam,

Re: Grant Application for South Island Rowing (SIR) Incorporated.

Please find attached our grant application requesting funding assistance of \$500.00 + GST. This request covers the cost of sponsoring a race at the NZ Secondary School Rowing Championships (aka the Maadi regatta). These championships are being held at Lake Ruataniwha from the 23rd – 28th March 2026. This lake sits on the boundary of the Mackenzie and Waitaki districts and because of this we are applying to both councils to be involved in these championships.

SIR hosts seven other rowing regattas in the rowing calendar which culminates in these nation school championships. These events bring multiple rowers into the central South Island, coming from Nelson down to Invercargill and all of the rowing clubs and schools in between. This regular and repeated influx of people brings prosperity to both the Mackenzie and the Waitaki districts through the provision of services and accommodation, as well as the opportunity to enjoy other attractions in these districts, such as the Alps to Ocean trail.

Included in this application is a copy of 50th Annual report for SIR. In the financial accounts there are total term investments of \$307,491. This letter is to be read in conjunction with these accounts as it explains that these investments have been earmarked to cover the following costs / projects which are currently underway by SIR:

| | |
|--|-----------------|
| • Internal building upgrades for the McClellan Lodge to bring it up to the required building code standards – building work to be completed by the end of November 2025. | Circa \$100,000 |
| • Building of an additional toilet block in the Boat Park – building consents lodged and work to be completed by the end of February 2026. | Circa \$130,000 |
| • Operating costs to host the three primary regattas for the 2025-26 season, including the Maadi regatta. | Circa \$100,000 |

I trust that we have provided you with all of the information you require to consider our application and for you to want to be involved with this event. If you need anything further, please let me know.

Yours sincerely



Karen Morgan
Funding Manager



Community Board Grant Application

Each Community Board area has a discretionary fund to encourage and support not-for-profit organisations that have a positive impact on the community. The grants help local organisations pay for specific projects, events, or the maintenance of facilities that benefit the community.

It is preferable that the organisations applying for these grants are incorporated societies or trusts, but informal organisations and individuals may also apply.

What types of things are funded?

- Not-for-profit events and projects.
- Projects that benefit the wider community or a section of the community served by the community board.
- Projects that respond to a current or future community need.

What types of things are not funded?

- Projects or events that have already happened.
- Projects with the main purpose of promoting commercial, political or religious activity.
- Projects that are the core business of central government or another service provider.
- Debt servicing, gambling or prize money, travel costs, conference fees, or costs related to fines or disputes.
- Applications that are not complete, or do not specify an amount.

Application Deadlines

Grant applications need to be lodged at least one week before a community board meeting to make it onto the agenda for that meeting. This is because council works within legislation that requires agendas to be published early and approved by the chief executive. Applications received after this deadline will be referred to the next available community board meeting.

Details

| | |
|------------------------------------|-------------------------------|
| Name of organisation (Required) | South Island Rowing Inc (SIR) |
| Contact person (Required) | Karen Morgan |
| Postal address (Required) | P O Box 291, Twizel |
| Email address (Required) | funding@ruataniwha.co.nz |
| Phone (Required) | 021 469 207 |

Which Community Board are you applying to?

- Waihemo Community Board
- Ahuriri Community Board

Organisation Details

How many people belong to your organisation?
(Required)

There were **1,679 registered rowers in the South Island for the 2023-24 season**, plus many others who row socially but who are not affiliated to a club. Additionally, there are a raft of volunteers associated with SIR, to make the organization function (e.g. there was a **total of 16,855 volunteer hours recorded for the 2024-25 season** for projects and to host regattas).

What is the legal status of your organisation? Incorporated Society and a Non-Profit Organization (all surplus funds are re-invested to help promote the sport of rowing, which is the fundamental purpose and function of SIR).
(Required)

E.g. Trust, incorporated society, other.

How long has your organisation existed?
(Required)

50 years

Is your organisation responsible to, or controlled by, any other organisation or authority?
(Required)

- Yes
- No, but we are affiliated to NZ Rowing

Grant application details

How much money are you applying for?
(Required)

\$500.00 + GST

What is this money going to be used for?
(Required)
(Briefly explain)

For the Ahuriri Community Board to sponsor a race at the NZ Secondary School Rowing Championships (aka the Maadi regatta) as these are to be held on Lake Ruataniwha, which is on the border between the Mackenzie and Waitaki Districts. Additionally, Waitaki secondary schools have a strong history of rowing and many will be competing at these championships. The Community Boards logo will be on display throughout the designated races heats, repechages, semi-finals and finals, as well as in the regatta program and on media platforms.

What are the costs of the project and where is the funding coming from?
(Required)
Cost breakdown:

It costs SIR approximately \$100,000 to host the 3 premier rowing regattas in the rowing season, with the Maadi regatta being the only one we seek sponsorship for. For the 2025 championships there were 2,236 competitors, 358 coaches from 116 schools in attendance and we are anticipating similar

Community board (this application)

- Other funders
- Your contribution

numbers for the 2026 event. This does include the approx. 100 volunteers, officials and media as well as family members and spectators that attend over this week-long event (in total we anticipate 8-10,000 people attending these championships and they will be accommodated throughout the Mackenzie and Waitaki Districts). This is the culmination of the rowing season, and both districts will have benefited by the competitors and visitors who attended the other 7 regattas that have been hosted in the lead up to these championships. The race sponsorship fee goes towards the costs associated with hosting such a large event (e.g. traffic management, rubbish and site services etc.). In exchange for this race sponsors get to align with the event and get brand recognition at the event and through the various media platforms that are associated with these championships. SIR will be raising funds to cover the other costs associated with hosting this event.

Total Costs

(Required)

\$500 + GST (same cost for race sponsorship as that charged in 2024)

When will this project happen?

23rd – 28th March 2026

Have you applied for other sources of funding?

- Yes
- No

If yes, briefly explain other sources of funding.

We are seeking race sponsorship for the 38 races that we have available from multiple sources, many of which who sponsored a race when SIR hosted this regatta in 2024 and who were happy with the level of service and visibility that they received then. These are from both local (e.g. McKeown Group) and nationwide companies (e.g. Distinction Hotel Group) who see the benefit of the event to their own businesses and the community at large, and wish to be involved.

Are you registered for GST?

- Yes
- No

If yes, please provide a GST Number

10-220-536

Supporting documents

Attach a balance sheet or financial statement, and any other supporting documents.

Declaration

- I hereby declare that the information supplied above on behalf of my organisation is correct.
- I consent to the Waitaki District Council collecting the personal contact details and information provided in this application for the purpose of considering a grant. I also consent to this completed application form being published on the public agenda of the next community board meeting. This consent is given in accordance with the Privacy Act 1993.



Name or Signature

(Required)

John O'Connor

Position in Organisation / Title

Secretary, South Island Rowing Inc.

(Required)

Date (Required)

14/11/2025

Checklist

Checklist

- I have attached a balance sheet or financial statement from my organisation. If no, explain why.
- I have attached any other relevant documents that would assist the community board in deciding.
- I understand that if my application is approved, I will be asked to supply an invoice for the amount granted and proof of my bank account number.
- I understand that if my application is approved, I will be asked to complete a project completion form that accounts for how the money is spent.

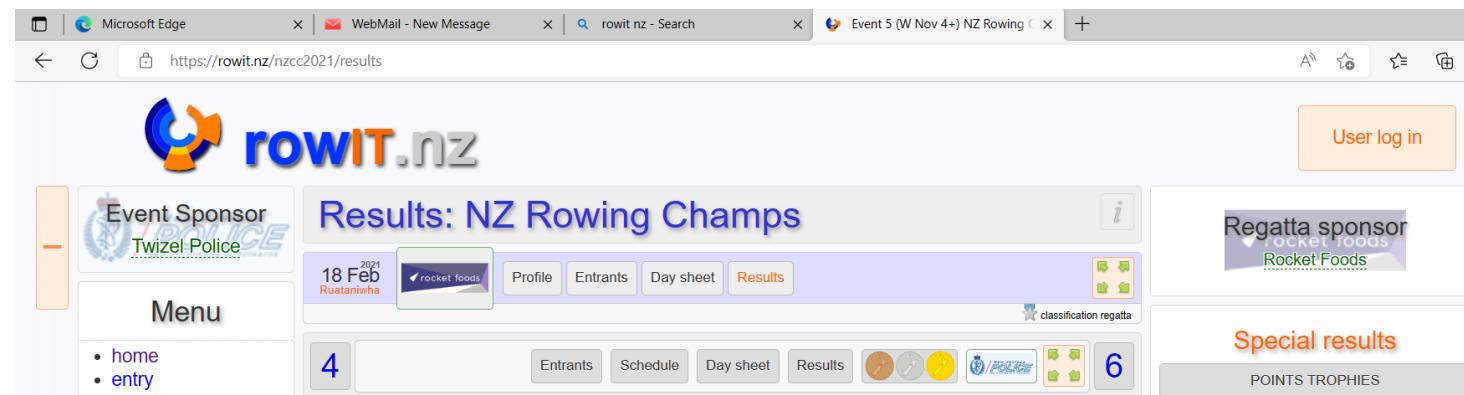
Additional information

Please see the attached cover letter which is to be read in conjunction with the Annual Report.

Email this completed form or any questions to governanceservices@waitaki.govt.nz at least one week prior to the community board meeting you wish to attend.

2026 New Zealand Secondary School Rowing Championship - Sponsorship Details

Online Regatta System - Illustration of the 'rowIT' regatta management system, available on all devices for the regatta & can be recalled on demand thereafter:



The screenshot shows the 'rowIT.nz' website interface for the 'Results: NZ Rowing Champs' on 18 Feb RuaTaniwha. The interface includes a sidebar with 'Event Sponsor Twizel Police' and a 'Menu' with 'home' and 'entry' options. The main content area shows race results for 4 boats in the first race and 6 boats in the second. Sponsors listed are 'Regatta sponsor Rocket Foods' and 'Race Sponsor Twizel Police'. The website is displayed in Microsoft Edge.

* Regatta Sponsor – Rocket Foods

* Race Sponsor – Twizel Police – click on the Police logo and it directs you to the organization's website.

Live Streaming of Regatta: Race Sponsor's name shown on the lower corner of the footage for the entirety of the finals race.

Public Address System / Radio Announcement: Race Sponsor's name is mentioned throughout the commentary of the race that they are sponsoring for the entirety of the event during the regatta (i.e., heats, repechage's, semi-finals and final).

Regatta Programme: A printed programme will be available for attendees and competitors to purchase - race sponsor's details and logo will be included in this programme. An online version of the race programme will also be available for people to view.

Medal Presentation: Sponsors are given the opportunity to present the medals for the winning crews of the event that they sponsor. Their name is also recorded on an event board which is placed at the front of the medal dais, enabling these details to be included in any photographs that are taken of the medal presentation (see attached photo example from a previous regatta).

2026 New Zealand Secondary School Rowing Championship - Sponsorship Details



(Example of Medal presentation; event boards include the event details and sponsors name for race sponsors)

Media Coverage: Championships are covered by printed media providers such as Stuff and Twizel Update. The regatta is also covered by national broadcasters such as TVNZ, especially on finals days. Businesses can thus leverage off this association for their own marketing endeavours.

Website Acknowledgement: All race sponsors will be recognised for their support on the South Island Rowing website

Cost of Race Sponsorship: the cost of sponsoring a race at the 2026 NZ Secondary School Rowing Championships is \$500-00 + GST per race.

4.4 2026 AHURIRI COMMUNITY BOARD SCHEDULE OF MEETINGS

Author: Allyson Woock, Governance Services Officer

Authoriser: Paul Hope, Director Support Services

Attachments: 1. Adopted 2026 Schedule of Meetings - Full Council (Ahuriri Meeting Dates Included) 

PURPOSE

To receive and confirm the 2026 Ahuriri Community Board meeting dates and times as adopted by Council on Tuesday 9 December 2025, and to decide the meeting locations/venues.

OFFICER RECOMMENDATION

That the Ahuriri Community Board:

1. Receives and confirms the 2026 Ahuriri Community Board meeting dates and times as adopted by Council on Tuesday 9 December 2025; and
2. If any significant date or time conflicts are identified, refers proposed amendments to the Chief Executive for approval; and
3. Agrees to either:
 - a. Continue rotating Ahuriri Community Board meeting locations between Otematata, Kurow, Duntrroon, and Omarama; or
 - b. Identify and utilise a consistent location and venue for every Ahuriri Community Board meeting; and
4. If Option 3(a) above is selected, determines the location/venue for each of the five remaining Ahuriri Community Board meetings in 2026.

Background

At its meeting on Tuesday 9 December 2025, Council adopted the attached 2026 Schedule of Meetings in accordance with clause 19(6)(a) of Schedule 7 of the Local Government Act 2002. The schedule includes meeting dates and times for the Ahuriri Community Board.

This report provides an opportunity for the board to confirm these dates and times and identify any potential conflicts or concerns.

Ahuriri Community Board Meeting Dates & Times for 2026

Ahuriri Community Board meetings are scheduled every second month on the following Mondays from 2pm to 4pm as per Council's adopted schedule:

- Monday 13 April 2026
- Monday 8 June 2026
- Monday 3 August 2026
- Monday 5 October 2026
- Monday 30 November 2026

Ahuriri Community Board Meeting Locations/Venues for 2026

The board has previously rotated meeting locations throughout the Ahuriri Ward to maintain accessibility for both members and the public. The board may choose to adopt this approach again or instead adopt a consistent location and venue for every meeting.

Additional Considerations

Board members have recently requested video conferencing capability to enable remote participation in board meetings by members and staff, including the possibility of mobile technology that could be moved between locations/venues. Staff are looking to prepare a proposal to accommodate this request, which will likely recommend installing fixed video conferencing technology at a single appropriate venue. Mobile technology is unlikely to be suitable due to inconsistent infrastructure and facilities across different locations/venues, as well as the operational complexity of relocating equipment for each meeting. If the board chooses to continue rotating meeting locations/venues in 2026, a decision on adopting a fixed location and venue may need to be revisited in future if video conferencing technology is approved and installed.

Summary of Options Considered

Meeting Dates & Times

Option 1 – Confirm the 2026 Ahuriri Community Board meeting dates and times as adopted by Council with no amendments. (Preferred Option)

Option 2 – Identify conflicts with the proposed Ahuriri Community Board meeting dates or times and refer amendments to the Chief Executive for approval.

Meeting Locations

Option 3 – Continue rotating Ahuriri Community Board meeting locations between Otematata, Kurow, Duntroon, and Omarama throughout 2026.

Option 4 – Adopt a consistent location and venue for all 2026 Ahuriri Community Board meetings.

Assessment of Preferred Option

Meeting Dates & Times

It is recommended that the board confirms the 2026 meeting dates and times as adopted by Council. A confirmed annual schedule enables effective planning for both elected members and staff. The schedule provides a consistent pattern of meetings held on Monday afternoons from 2pm to 4pm across five remaining dates throughout the year, maintaining the board's established meeting pattern. However, board members have the opportunity to identify any conflicts at this meeting if amendments are required.

Meeting Locations/Venues

Both options for meeting locations/venues are viable for the foreseeable future, and the board's decision should reflect its priorities for community accessibility and meeting participation. The location/venue approach can be revisited in future if circumstances change, such as if a video conferencing proposal is approved and a shift to a consistent location and venue becomes necessary.

Next Steps

Staff will refer any proposed date/time amendments to the Chief Executive for approval, and action the board's decision regarding meeting locations/venues.

2026 Schedule of Meetings - Summary View

| Meeting type | Frequency | January | February | March | April | May | June | July | August | September | October | November | December |
|--|---|---------|-------------|-------|-----------------------------------|-------------|------|------|-------------------|--------------------|--------------------|------------|----------|
| Council Meetings | 6-weekly (Week 6) | | 17 | 31 | | 12 | 23 | | 4 | 15 | 27 | | 8 |
| Audit & Risk Committee Meetings | 6-weekly (Week 6) | | 17 | 31 | | 12 | 23 | | 4 | 15 | 27 | | 8 |
| Ahuriri Community Board Meetings | 2-monthly | | 2 | | 13 | | 8 | | 3 | | 5 | 30 | |
| Waihemo Community Board Meetings | 2-monthly | | 9 | | 20 | | 15 | | 10 | | 12 | | 7 |
| CE Employment Committee Meetings | Quarterly | | | 17 | | | 9 | | | 1 | | 24 | |
| Grants & Awards Committee Meetings | As needed | | 24 (WBF) | | 21 (CGG & CCSG) 28 (STF) | 26 (WHF) | | | 24 (DNM Trust) | 22 (WBF & WMMF) | 13 (CGG & CCSG) | 3 (WHF) | |
| Assets & Infrastructure Committee Meetings | 6-weekly (Week 1) | | 24 | | 7 | 19 | 30 | | 11 | 22 | | 3 | |
| Strategy & Advocacy Committee Meetings | 6-weekly (Week 1) | | 24 | | 7 | 19 | 30 | | 11 | 22 | | 3 | |
| Ōamaru Committee Meetings | 6-weekly (Week 1) | | 24 | | 7 | 19 | 30 | | 11 | 22 | | 3 | |
| Youth Council | Monthly during school terms | | 23 | 30 | | 25 | 29 | | 31 | 21 | | | |
| Placeholders for workshops & briefings | Weeks 2 & 3 of the 6-week cycle | | 3 | 3 | 14 | | 26 | 2 | | 18 | 29 | 6 | 10 |
| | | | | 10 | 21 | | | | | 25 | | | 17 |
| Alps2Ocean Joint Committee Meetings | Quarterly | | | 4 | | | 3 | | | 2 | | | 2 |
| Placeholders for 'as-required' committee meetings & hearings | 6-weekly (Week 4) | | 3 | 17 | 28 | | 9 | | | 1 | 13 | 24 | |
| District Licensing Committee Meetings | As required - use placeholder day in Week 4 | | | | | | | | | | | | |
| Hearings Panel | As required - use placeholder day in Week 4 | | | | | | | | | | | | |

2026 Schedule of Meetings - January-June

| January | | February | | March | | April | | May | | June | |
|---------|----------------------------|----------|----------|-------|-------|-------|-------|-----|-----|------|------|
| S | | | | | | | | | | | S |
| S | | | | | | | | | | | S |
| M | | | | | | | | | | | M |
| T | | | | | | | | | | | T |
| W | | | | | | | | | | | W |
| T | 1 New Year's Day | | | | | | | | | | |
| F | 2 Day after New Year's Day | | | | | | | | | | |
| S | 3 | | | | | | | | | | |
| S | 4 | | | | | | | | | | |
| M | 5 | | | | | | | | | | |
| T | 6 | | | | | | | | | | |
| W | 7 | | | | | | | | | | |
| T | 8 | | | | | | | | | | |
| F | 9 | | | | | | | | | | |
| S | 10 | | | | | | | | | | |
| S | 11 | | | | | | | | | | |
| M | 12 | | | | | | | | | | |
| T | 13 | | | | | | | | | | |
| W | 14 | | | | | | | | | | |
| T | 15 | | | | | | | | | | |
| F | 16 | | | | | | | | | | |
| S | 17 | | | | | | | | | | |
| S | 18 | | | | | | | | | | |
| M | 19 | | | | | | | | | | |
| T | 20 | | | | | | | | | | |
| W | 21 | | | | | | | | | | |
| T | 22 | | | | | | | | | | |
| F | 23 | | | | | | | | | | |
| S | 24 | | | | | | | | | | |
| S | 25 | | | | | | | | | | |
| M | 26 | | | | | | | | | | |
| T | 27 | | | | | | | | | | |
| W | 28 | | | | | | | | | | |
| T | 29 | | | | | | | | | | |
| F | 30 | | | | | | | | | | |
| S | 31 | | | | | | | | | | S |
| | January | | February | | March | | April | | May | | June |

Key:

| | | |
|--|---|---|
| Weekends, public holidays | Waihemo Community Board Meetings (2-monthly) | Ōamaru Committee Meetings (6-weekly) |
| School holidays | CE Employment Committee Meetings (quarterly) | Placeholders for 'as-required' committee meetings & hearings (6-weekly) |
| Council Meetings (6-weekly) | Grants & Awards Committee Meetings (as needed) | Placeholder for workshops & briefings (6-weekly) |
| PAR Committee Meetings (6-weekly) | Assets & Infrastructure Committee Meetings (6-weekly) | Youth Council (monthly during school terms) |
| Ahuriri Community Board Meetings (2-monthly) | Strategy & Advocacy Committee Meetings (6-weekly) | Alps2Ocean Joint Committee Meetings (quarterly) |

Note: Placeholder days for 'as-required' committee meetings & hearings cover:

- o Hearings Panel Meetings (and/or sub-committees of the Hearings Panel) - not shown on this calendar, publicly notified as required
- o District Licensing Committee Meetings - not shown on this calendar, publicly notified as required
- o Any other hearings

2026 Schedule of Meetings - July-December

| July | | August | | September | | October | | November | | December | |
|------|---|---|--|-----------|---|---------|--|----------|--|----------|---|
| S | S | 1 | | | | | | | | | S |
| S | M | 2 | | | | | | | | | S |
| M | T | 3 Ahuriri Community Board Meeting (2pm-4pm) | | | | | | | | | M |
| T | W | | PAR Committee Meeting (9am-10:45am) | | CE Employment Committee Meeting | | | | | | T |
| W | T | | 4 Council Meeting (11am until finished) | | Placeholder for 'as-required' committee meetings & hearings | | | | | | W |
| T | F | | | | 2 A2O Joint Committee Meeting | | | | | | T |
| F | S | | 5 | | | | 1 | | | | F |
| S | M | | 6 | | | | 2 | | | | S |
| M | T | | 7 | | | | 3 | | | | M |
| T | W | | 8 | | | | 4 | | | | T |
| W | T | | 9 | | | | 5 Ahuriri Community Board Meeting (2pm-4pm) | | | | W |
| T | F | | 10 Waihemo Community Board Meeting (6pm-8pm) | | | | 6 Placeholder for workshops & briefings | | | | T |
| F | S | | Assets & Infrastructure Committee Meeting | | | | 7 | | | | F |
| S | M | | 11 Strategy & Advocacy Committee Meeting | | | | 8 | | | | S |
| M | T | | Öamaru Committee Meeting | | | | 9 | | | | M |
| T | W | | 12 | | | | 10 Placeholder for workshops & briefings | | | | T |
| W | T | | 13 | | | | 11 | | | | W |
| T | F | | 14 | | | | 12 Waihemo Community Board Meeting (6pm-7:30pm) | | | | T |
| F | S | | 15 | | | | Grants & Awards Committee Meeting (CGG) | | | | F |
| S | M | | 16 | | | | 13 Grants & Awards Committee Meeting (CCSG) | | | | S |
| M | T | | 17 | | | | Placeholder for 'as-required' committee meetings & hearings | | | | M |
| T | W | | 18 | | | | 14 | | | | T |
| W | T | | 19 | | | | 15 | | | | W |
| T | F | | 20 | | | | 16 | | | | T |
| F | S | | 21 | | | | 17 | | | | S |
| S | M | | 22 | | | | 18 | | | | M |
| M | T | | 23 | | | | 19 | | | | T |
| T | W | | 24 | | | | 20 | | | | W |
| W | T | | 25 | | | | 21 | | | | T |
| T | F | | 26 | | | | 22 | | | | S |
| F | S | | 27 | | | | 23 | | | | M |
| S | M | | 28 | | | | CE Employment Committee Meeting | | | | T |
| M | T | | 29 | | | | 24 Placeholder for 'as-required' committee meetings & hearings | | | | W |
| T | W | | 30 | | | | 25 | | | | T |
| W | T | | 31 Youth Council (4pm-5:30pm) | | | | 26 | | | | S |
| T | F | | 31 | | | | 27 Labour Day | | | | M |
| F | S | | | | | | PAR Committee Meeting (9am-10:45am) | | | | T |
| S | M | | | | | | Council Meeting (11am until finished) | | | | W |
| M | T | | | | | | 28 | | | | T |
| T | W | | | | | | 29 | | | | S |
| W | T | | | | | | 30 | | | | M |
| T | F | | | | | | 31 | | | | T |
| F | S | | | | | | | | | | S |
| S | S | | | | | | | | | | S |
| | | July | August | September | | October | | November | | December | |

Key:

Weekends, public holidays, external events

Waihemo Community Board Meetings (2-monthly)

Öamaru Committee Meetings (6-weekly)

School holidays

CE Employment Committee Meetings (quarterly)

Placeholders for 'as-required' committee meetings & hearings (6-weekly)

Council Meetings (6-weekly)

Grants & Awards Committee Meetings (as needed)

Placeholders for workshops & briefings (6-weekly)

PAR Committee Meetings (6-weekly)

Assets & Infrastructure Committee Meetings (6-weekly)

Youth Council (monthly during school terms)

Ahuriri Community Board Meetings (2-monthly)

Strategy & Advocacy Committee Meetings (6-weekly)

Alps2Ocean Joint Committee Meetings (quarterly)

Note: Placeholder days for 'as-required' committee meetings & hearings cover:

o Hearings Panel Meetings (and/or sub-committees of the Hearings Panel) - not shown on this calendar, publicly notified as required

o District Licensing Committee Meetings - not shown on this calendar, publicly notified as required

o Any other hearings

4.5 GENERAL BUSINESS

Author: Arlene Goss, Governance Services Lead / Allyson Wock, Governance Services Officer

Authoriser: Paul Hope, Director Support Services

PURPOSE

This new standing report provides an opportunity for members to raise ongoing issues for discussion, and to table new requests (such as for reports or information) for the board's consideration. Members wishing to add items to General Business in advance should contact the Chair in the first instance.

OFFICER RECOMMENDATION

That the Ahuriri Community Board receives the report, discusses the matters raised, and provides direction on items to be considered at future meetings.

MATTERS/REQUESTS FOR DISCUSSION AT THIS MEETING

1. Kurow Island Boat Ramp

The Chair has requested a report on the Kurow Island Boat Ramp that clarifies and establishes agreement on maintenance responsibilities between the relevant agencies and investigates implementing a QR code payment system to assist with funding ongoing maintenance of both the boat ramp and the Kurow Island car park.

2. Otematata Hall

The Ahuriri Ward Councillor has requested (through the Chair) a report detailing the current Otematata Hall Fund balance, available General Rate funding, and whether the board could cover any shortfall for work he is proposing at the Otematata Hall, for which he is obtaining a quote from a local contractor.

3. Old Kurow Toilet Block Site

The Chair has requested a report recommending that Council assume ownership and maintenance of the assets being installed by Waitaki Valley Community Society at the site of the old Kurow toilet block.

4. Richie McCaw Statue

The Chair has requested a report recommending that Council assume ownership and maintenance of the Richie McCaw statue once installed.

SUMMARY OF OPTIONS

There are no specific options presented in this report. Matters outlined and raised will be discussed by the board, and direction will be provided based on that discussion.

The actions available to the board for matters of General Business are:

| | |
|---|--|
| For minor or administrative matters: | <ul style="list-style-type: none">The board may deal with these at the meeting. |
| For operational matters: | <ul style="list-style-type: none">The board may ask members of the public to lodge a customer service request or, where needed, direct the Governance Services Officer to lodge one on behalf of a member of the public or board. Board members may also lodge customer service requests themselves. |

| | |
|--|--|
| <p>For more involved matters:</p> | <ul style="list-style-type: none"> • The board may pass a resolution to ask the Chief Executive to come back with a decision-making report outlining the options. <p>1. Relevant Standing Order(s):</p> <p>2. SO 9.2 – “...community boards and subordinate decision-making bodies may, by resolution, request reports on matters they determine.”</p> <p>3. SO 9.3 – “The chief executive may delay commissioning, or not produce, reports that involve significant cost, unless agreed by the council, or are beyond the scope of the body that made the request.”</p> <ul style="list-style-type: none"> • OR, the Chair may prepare a report to be included in the agenda provided the matter falls within the scope of the community board (SO 9.6). |
| <p>For matters that are outside of the Board's delegations:</p> | <ul style="list-style-type: none"> • The Board may pass a resolution recommending an action to full Council. |
| <p>For matters that are not on the agenda:</p> | <ul style="list-style-type: none"> • <u>Urgent matters where a decision cannot be delayed</u> <p>4. Relevant Standing Order(s):</p> <p>SO 9.12 – “A meeting may deal with an item that is not on the agenda where the meeting resolves to deal with that item, and the chairperson provides the following information during the public part of the meeting:</p> <ol style="list-style-type: none"> the reason the item is not on the agenda; and the reason why discussion of the item cannot be delayed until a subsequent meeting. <p>Items not included on an agenda may be considered at a meeting if included in a report from the chief executive or the chairperson.”</p> • <u>Minor items – for discussion only</u> <p>5. Relevant Standing Order(s):</p> <p>6. SO 9.13 – “A meeting can discuss minor items which are not on an agenda if:</p> <ol style="list-style-type: none"> the matter relates to council business; and at the start of the public part of the meeting, the chairperson explains that the matter will be discussed. <p>The meeting cannot make a resolution, decision, or recommendation on any minor matter that was not on the agenda for that meeting. The meeting can, however, refer the matter to a subsequent meeting for further discussion [i.e. call for a report].”</p> |

5 MEMORANDUM REPORTS

5.1 BUILDING CONSENTS ISSUED IN THE AHURIRI WARD DURING AUGUST 2025 TO DECEMBER 2025

Author: Brent Cunningham, Building Services Manager

Authoriser: Roger Cook, Director Natural and Built Environment

RECOMMENDATION

That the Ahuriri Community Board receives and notes the information.

PURPOSE

To provide the Board members with a list of building consents issued in the Ahuriri Ward during August 2025 to December 2025.

AUGUST 2025

| Project Address | Project Description | Cost (\$) |
|------------------------------------|--|-----------|
| Duntroon-Georgetown Road, Duntroon | Replace existing log burner with Pellet Fire | 5,000 |
| Ohau Drive, Ōhau | Remove existing Larch cladding and replace with Vulcan Vertical Grain cladding | 22,000 |
| Coronet Place, Otematata | Construction of a 4 bedroom, 2 bathroom dwelling with Woodburner and attached garage | 1,010,000 |
| Sunset Place, Otematata | Extend existing dwelling out under veranda roof on existing deck 12m2. Construct a stand-alone single 37m2 garage separate from dwelling | 65,000 |
| Glendhu Crescent, Otematata | Construction of a steel framed TotalSpan Garage | 51,171 |
| Kurow-Duntroon Road, Kurow | Installation of a free-standing Woodburner connected to existing wet-back and Heat Saver Flue Kit with Dektite tray Soaker Flashing | 5,000 |
| Rata Drive, Otematata | Erect a steel framed TotalSpan building with shower, wash hand basin & toilet | 33,890 |
| Buller Crescent, Otematata | Installation of a free-standing Woodburner and ECO Flue Kit with Dektite Soaker Flashing | 7,500 |
| Settlement Road, Duntroon | Construction of a Shed with storage and office | 190,000 |
| Domett Road, Otiake | Installation of a free-standing Wagener Sparky Rural with Wagener Sparky flue kit and Dektite Soaker Flashings. | 5,000 |

| Area Sub-totals | Cost (\$) |
|-----------------|-----------|
| Duntroon | 195,000 |
| Kurow | 5,000 |
| Ōhau | 22,000 |
| Otematata | 1,167,561 |
| Otiake | 5,000 |

SEPTEMBER 2025

| Project Address | Project Description | Cost (\$) |
|--|---|-----------|
| Albert Place, Otematata | New Stand-Alone Garage with Sleep-Out and Ensuite | 80,000 |
| Duntroon-Georgetown Road, Duntroon | Construction of a service building to include meeting room, office, kitchen and sanitary facilities | 300,000 |
| Bledisloe Street, Kurow | Earthquake Strengthening, Fire, Accessibility and Toilet Facilities Upgrade | 1,100,000 |
| Cirrus Place, Ōmārama | Construction of a garage with added bedroom, ensuite and laundry | 50,000 |
| Grants Road, Otiake | Foundations, installation of Wastewater Treatment System and installation of a Woodburner for a relocated 4 bedroom, 2 bathroom dwelling with attached garage | 150,000 |
| Spencer Road, Otematata | Add additional bedroom and ensuite, extend living area of existing dwelling and add extension to front of garage | 130,000 |
| Settlement Road, Kurow | Installation of a free-standing Woodburner and ECO Flue Kit with Flashing for corrugated roof | 4,500 |
| Tokarahi-Duntroon Road, Tokarahi | Installation of a free-standing Woodburner connected to existing wet-back and ECO Flue Kit & Shield with Dektite Boot Soaker Flashing | 5,000 |
| Orr Street, Duntroon | Installation of a free-standing Woodburner and ECO Flue with Shield and Dektite Tray Soaker Flashing | 5,000 |
| Hardacre Place, Ōmārama | Construction of a 3 bay Implement Shed | 55,000 |
| Island Cliff-Duntroon Road, Island Cliff | Installation of a free-standing Woodburner and ECO Flue with Shield and Dektite Tray Soaker Flashing | 5,000 |
| Middleton Street, Duntroon | Installation of a Ravelli Sofia insert pellet fire into a masonry cavity | 5,000 |
| Prydes Gully Road, Island Cliff | Installation of a free-standing Woodburner and Maxen MKIII Flue with Dektite Tray Soaker Flashing | 5,000 |

| Area Sub-totals | Cost (\$) |
|-----------------|-----------|
| Duntroon | 310,000 |
| Island Cliff | 10,000 |
| Kurow | 1,104,500 |
| Ōmārama | 105,000 |
| Otematata | 210,000 |
| Otiake | 150,000 |
| Tokarahi | 5,000 |

OCTOBER 2025

| Project Address | Project Description | Cost (\$) |
|------------------------------|--|-----------|
| Domett Road, Otiake | Construction of Geodesic Dome with Mezzanine and Deck | 80,000 |
| Lake Ōhau Road, Lake Ōhau | Construction of a 4 bedroom, 5 bathroom dwelling with STUV 21 Fire, attached triple garage and installation of a Wright Septic Tank. | 6,000,000 |
| Doctors Creek Road, Otekaike | Construction of a 4 bedroom, 2 bathroom dwelling with Woodburner and Wastewater System | 780,000 |
| Sunset Place, Otematata | New transportable 7 bedroom, 2 bathroom dwelling with Woodburner and Stand-Alone 55m ² Garage | 810,000 |
| Hardacre Place, Ōmārama | Construction of a 15m x 9m garage with toilet and shower and installation of a Septic Tank and Effluent System | 85,000 |
| Freyberg Avenue, Kurow | Construction of a 2 bay Pole Shed | 19,500 |
| Bledisloe Street, Kurow | Installation of new toilet in existing bathroom | 1,500 |
| Awakino Road, Kurow | Construction of a 4 bay lean-to Clearspan shed for farm storage | 98,000 |
| Orr Street, Duntroon | Installation of a free-standing Woodburner and Flue Kit with Dektite Tray Soaker Flashing | 5,000 |
| Park Lane, Ōmārama | Construction of a TotalSpan Steel Framed Garage (11 Park Lane) | 26,882 |
| Wilkin Terrace, Otematata | Installation of a free-standing Woodburner and ECO Flue Kit with Shield and Dektite Tray Soaker Flashing | 5,000 |

| Area Sub-totals | Cost (\$) |
|-----------------|-----------|
| Duntroon | 5,000 |
| Kurow | 119,000 |
| Lake Ōhau | 6,000,000 |
| Ōmārama | 111,882 |
| Otekaike | 780,000 |
| Otematata | 815,000 |
| Otiake | 80,000 |

NOVEMBER 2025

| Project Address | Project Description | Cost (\$) |
|----------------------------|---|-----------|
| Kurow-Duntroon Road, Kurow | Installation of a free-standing Woodburner and ECO Flue Kit with Shield and Dektite Tray Soaker Flashing connected to existing wet-back | 5,000 |
| Settlement Road, Kurow | Replacement of sliding door units | 329,143 |
| Pinot Noir Court, Ōmārama | Construction of a Stand-Alone Garage | 70,000 |
| Rees Street, Duntroon | Remedial Works to include strengthen bearer in laundry, add subfloor, bracing to porch piles and replace barrier with balustrade | 600 |
| Kurow-Duntroon Road, Kurow | Construction of Lean-to extension attached to existing Shed | 70,000 |
| Coronet Place, Otematata | Installation of services for subdivision | 50,000 |
| Lake Ohau Road, Lake Ohau | Installation of a free-standing Woodburner and Heat Saver Flue kit with Flashings into existing garage | 4,000 |

| Area Sub-totals | Cost (\$) |
|-----------------|-----------|
| Duntroon | 600 |
| Kurow | 404,143 |
| Lake Ohau | 4,000 |
| Ōmārama | 70,000 |
| Otematata | 50,000 |

DECEMBER 2025

| Project Address | Project Description | Cost (\$) |
|-------------------|---|-----------|
| Manse Road, Kurow | Install a new wastewater connection to main sewer | 3,000 |

| Area Sub-totals | Cost (\$) |
|-----------------|-----------|
| Kurow | 3,000 |

5.2 FINANCIAL REPORT TO AHURIRI COMMUNITY BOARD (FEBRUARY 2026)

Author: Amanda Nicholls, Chief Financial Officer

Authoriser: Paul Hope, Director Support Services

RECOMMENDATION

That the Ahuriri Community Board receives and notes the information.

PURPOSE

This report is provided to update the Community Board on financial matters and activities within the Ahuriri ward.

BACKGROUND

A high-level summary detailing rates revenue and the operational cost of the Community Board activity. Operating costs include remuneration and other expenses related to elected members themselves, grants made during the period and an allocation of Council overheads.

The report provided for this meeting records the Board's financial performance against budget for the six months ended 31 December 2025. Allocations of overheads for the period have yet to be finalised and have been estimated for the purposes of this report.

Significant projects within the ward – Appendix B

The Board may submit proposals for works to be undertaken that it believes will benefit the community. Council officers also schedule large projects with that same objective. This report summarises listing those projects, detailing their budgeted cost, and the amounts spent to date on bringing them to fruition. Members may request further information concerning specific projects to be provided to a future meeting.

Community funding – Appendix C

This report provides details of budgeted and actual amounts of grant funding provided for community groups and activities within the Board's purview. This report reflects activity up to 31 January 2026.

Separate rate accounts – Appendix D

This report details balances for accounts as of 30 June 2025, which have been presented to the Board previously. Major changes related to the capitalisation of new fixed assets and the processing of monthly depreciation charges are currently being implemented which will impact the accuracy and timeliness of reporting on separate rate balances across Council, and this information will not be updated until those changes have been completed.

Appendix A - Summarised Key Financial Results for the period ended 31 December 2025

The table below sets out summarised financial information related to the Community Board for the first half of the 2025-26 financial year, including amounts budgeted but unspent in 2025 and previous periods for community grants and discretionary spending.

Further analysis of unspent grant funding is provided in Appendix C which details community grant and discretionary spending.

| Ahuriri Ward | 2026 | 2026 | 2025 |
|--------------------------------|----------------|----------------|----------------|
| | Six months | Full Year | Full Year |
| | 31-12-2025 | 30-06-2026 | 30-06-2025 |
| | Actual | Budget | Actual |
| Rates Revenue | 136,861 | 271,201 | 274,978 |
| Unspent budget brought forward | | 54,749 | |
| Total Revenue | 136,861 | 325,950 | 274,978 |
| Operating Costs | 135,460 | 271,201 | 268,360 |
| Unspent budget brought forward | | 54,749 | |
| Total Operating Costs | 135,460 | 325,950 | 268,360 |
| Surplus / (Deficit) | 1,401 | 0 | 6,618 |

Appendix B – Projects to be undertaken during the 2026 financial year

This report summarises projects to be undertaken in the Ahuriri ward during the 2026 financial year, highlighting progress being made by recording actual cost incurred to date, the intention being to inform the Board on progress towards the completion of key capital works for the benefit of the communities in the Ahuriri ward.

Approved budget includes both the adopted 2025-26 Long-Term Plan budget for the work and any unspent budget amounts approved to be carried forward from the 2024-25 financial year.

Spent to date includes expenditure processed up to 31 December 2025.

| Ahuriri Ward | Project | 2026 Budget | Spent to date | Balance |
|------------------|---|------------------|----------------|-----------------|
| W430/W1239 | Dunroon wastewater various projects | 65,000 | 17,657 | 47,343 |
| W613 | Lake Ohau Drinking Water Standards Upgrade | * | 0 | 90,157 (90,157) |
| W635/W1233 | Bushy Creek Water improvements | 600,000 | 0 | 600,000 |
| W2140 | Otematata Wastewater Disposal Field Extension | * | 0 | 4,838 (4,838) |
| W611/W1229/W2201 | Kurow Water various projects | 1,500,000 | 36,088 | 1,463,912 |
| | | 2,100,000 | 131,083 | 505,005 |

* costs incurred in the current year relate to finalisation of the project budgeted in 2025.

Appendix C - Community Funding

The annual budget for the Community Board includes amounts intended to enable it to provide a level of additional financial support within its local community.

- **Discretionary Fund**

The annual budget of \$5,000, together with unspent funds of \$11,509 from the 2024-25 financial year, provides \$16,509 to fund small community projects. As this budget is funded directly from rates, balances unspent at year end are carried forward until spent.

- **Community Grants**

An annual budget of \$10,000 for Community Grants, including \$5,000 for the Kurow Museum. Unspent balances are carried forward until spent, and \$43,240 has been added from 2024-25, providing \$53,240 for the 2026 financial year.

The report below details expenditure on grants in the current year – recipient, purpose, and amount provided against the annual budget, including amounts unspent from previous periods.

| Community Grants | Annual Budget | Payment | Paid to/purpose |
|------------------------------------|---------------|---------|---|
| Kurow Museum | | | |
| Annual Plan budget | 5,000 | | |
| ADD unspent budget from prior year | | | |
| Available to spend | 5,000 | | |
| Total spent current year | 0 | | |
| Balance to spend | 5,000 | | |
| General Community Grants | | | |
| Annual Plan budget | 5,000 | | |
| ADD unspent budget from prior year | 43,240 | | |
| Available to spend | 48,240 | | |
| | | 12,000 | South Star School Charitable Trust - grant |
| Total spent current year | 12,000 | | |
| Balance to spend | 36,240 | | |
| Discretionary Fund | | | |
| Annual Plan budget | 5,000 | | |
| ADD unspent budget from prior year | 11,509 | | |
| Available to spend | 16,509 | | |
| | | 275 | Waitaki Valley Community Society - planting |
| Total spent current year | 275 | | |
| Balance to spend | 16,234 | | |

Appendix D - Separate Rate Accounts

These record unspent balances of targeted rates levied for specific purposes, such as water and sewer systems, township amenities (including stormwater systems if applicable), community halls, and Ward Services (including parks and reserves, sports fields, etc).

The table below has been presented previously. These balances will not be updated until the current project aimed at improving the processes involved in capitalising new fixed assets, recording monthly depreciation charges and other elements of Council's regular financial reporting has been completed. It is expected that this project will result in better and more timely reporting of financial data to the Board.

| Ahuriri Ward | Rate Account | Depreciation Reserve | Internal Loans |
|-------------------------|---------------------|-----------------------------|-----------------------|
| | Balance | Balance | Balance |
| Ward Services | 30-Jun-25 | 30-Jun-25 | 30-Jun-25 |
| Ahuriri Ward Services | 49,308 | 430,335 | 0 |
| Township Amenity | 30-Jun-25 | 30-Jun-25 | 30-Jun-25 |
| Duntroon | 18,354 | 0 | 0 |
| Kurow | 115,379 | 0 | 0 |
| Lake Ohau | 39,110 | 0 | 0 |
| Omarama | 126,718 | 0 | 0 |
| Otematata | 193,899 | 0 | (177,579) |
| Water | 30-Jun-25 | 30-Jun-25 | 30-Jun-25 |
| Duntroon | (136,964) | 83,851 | (68,195) |
| Kurow | (439,626) | (225,004) | (47,790) |
| Lake Ohau | (142,884) | 183,919 | (456,751) |
| Omarama | (282,094) | (191,292) | (2,900,565) |
| Otekaieke (Bushy Creek) | (52,554) | 44,033 | (75,982) |
| Otematata | (383,822) | (419,463) | (1,095,799) |
| Sewerage | 30-Jun-25 | 30-Jun-25 | 30-Jun-25 |
| Duntroon | (45,983) | 709 | 0 |
| Kurow | 39,378 | 539,619 | 0 |
| Lake Ohau | (46,873) | 266,740 | 0 |
| Omarama | (148,590) | 549,149 | (802,136) |
| Otematata | (312,858) | 998,097 | (10,178) |
| Hall | 30-Jun-25 | 30-Jun-25 | 30-Jun-25 |
| Duntroon | 25,791 | 0 | 0 |
| Kurow | 14,078 | 0 | 0 |
| Omarama | 23,592 | 0 | 0 |
| Otekaieke (Bushy Creek) | 12,443 | 0 | 0 |
| Otematata | 30,884 | 0 | 0 |

5.3 REPORTS OF THE CHAIR, MEMBERS, AND AHURIRI WARD COUNCILLOR

Author: Allyson Woock, Governance Services Officer

Authoriser: Arlene Goss, Governance Services Lead

RECOMMENDATION

That the Ahuriri Community Board receives and notes the information.

PURPOSE

To share reports from the Ahuriri Community Board Chair and Members, and the Ahuriri Ward Councillor, for the information of communities in the Ahuriri Ward.

REPORT OF BOARD CHAIR CALUM REID

- 10th November 2025 – ACB 2 monthly Meeting – I was voted in as Chair.
- 18th November 2025 – Attended the Forum on legal Matters pertaining to being an elected member.
- 21st December 2025 – Answered Questions on the Successful application for funds by South Star School Charitable Trust
- 1st January – Attended the Kurow Market Day.
- 1st January – Meet with Jim Jerram – re the new Medical Health Hub being constructed on the old Railway reserve. This will be a Major asset to the community and surrounding Waimate ratepayers
- 2nd January – Helped Jim Jerram with NZTA contact for the Dunkirk Memorial project. This is another project Jim has got off the ground in recognition of Soldiers during the World Wars.
- 8th January – Responded to WVCS on Council requirements as a community on tidying up the old Public Toilet area, that has become overgrown, due to lack of Maintenance. WVCS taking on a project to install seating and cover from the weather.

REPORTS OF BOARD MEMBERS

Steve Dalley

- 15/11/2025 Otematata Residents association Incorporated (ORAI) AGM
- 20/11/2025 Otematata Community Centre, Harley – Area Lead WDC.
- 02/12/2025 Otago Community Trust public meeting Otematata
- 13/12/2025 ORAI Meeting

Mike King

- 30th Oct 2025 AGM Omarama Community Meeting
- 10th Nov 2025 ACB Meeting Otematata
- 16th Dec 2025 Walk around Omarama berms and foot paths

Alan Pont

- Nov/Dec 2025 – Attended Induction meetings WDC and security modules online.
- 10 Dec 2025 – attended WVCS meeting
- 15 Jan 2026 – attended WVCS meeting
- Dec/Jan meetings with contractors and planning committee re Richie McCaw statue
- Follow up with WDC re storm damage on Kurow Island

Karen Turner

- 2/12/2025 – Otago Community Trust public meeting

REPORT OF AHURIRI WARD COUNCILLOR BRENT COWLES

Report not received at the time the agenda was published.

6 CONFIRMATION OF PREVIOUS MEETING MINUTES

6.1 PUBLIC MINUTES OF THE AHURIRI COMMUNITY BOARD MEETING HELD ON 10 NOVEMBER 2025

Author: Allyson Woock, Governance Services Officer

Authoriser: Arlene Goss, Governance Services Lead

Attachments: 1. Public minutes of the Ahuriri Community Board Meeting held on 10 November 2025

RECOMMENDATION

That the Ahuriri Community Board confirms the Public minutes of the Ahuriri Community Board Meeting held on 10 November 2025, as circulated, as a true and correct record of that meeting.

UNCONFIRMED MINUTES

**OF THE AHURIRI COMMUNITY BOARD MEETING
HELD IN THE OTEMATATA COMMUNITY CENTRE
ON MONDAY, 10 NOVEMBER 2025 AT 2PM**

PRESENT: Member Steve Dalley, Member Mike King, Member Alan Pont, Member Calum Reid, Member Karen Turner, Councillor Brent Cowles

IN ATTENDANCE: Mayor Melanie Tavendale
Paul Hope (Director Support Services)
Arlene Goss (Governance Services Lead)
Allyson Woock (Governance Services Officer)

IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:

Nicole Schofield, Public Forum, Agenda Items 4.5 and 5.1
Suzanne Clark (Property Officer), Agenda Item 4.5
Lindsay Hyde (Recreation Specialist), Agenda Item 4.5

MEETING OPEN

Mayor Melanie Tavendale declared the meeting open at 2:00pm and welcomed everyone present.

The meeting was chaired by Mayor Tavendale until a chairperson was elected in Agenda Item 4.2.

1 APOLOGIES

RESOLVED ACB 2025/033

Moved: Mr Calum Reid

Seconded: Mr Alan Pont

That the apology received from Karen Turner (for lateness) be accepted.

CARRIED

This decision was unanimous.

2 DECLARATIONS OF INTEREST

Member Alan Pont declared an interest in Agenda Items 4.5 and 5.1 due to his wife Mrs Edith Pont being a Trustee of the South Star School Charitable Trust.

Member Calum Reid declared an interest in Agenda Items 4.5 and 5.1 as he had submitted a tender for potential work on the restoration of the Kurow School (Former).

Agenda Item 4.1 was brought forward to swear in Member-elect Alan Pont and Councillor Brent Cowles.

**4.1 DECLARATIONS BY AHURIRI COMMUNITY BOARD MEMBERS 2025-2028
TRIENNIUM**

Member-elect Alan Pont and Councillor Brent Cowles made their declarations to Mayor Melanie Tavendale, and were witnessed by Director Support Services Paul Hope on behalf of the Chief Executive, pursuant to Schedule 7, Part 1, clause 14 of the Local Government Act 2002.

Agenda Item 4.2 was brought forward to elect a chairperson.

4.2 ELECTION OF AHURIRI COMMUNITY BOARD CHAIRPERSON 2025-2028 TRIENNIAL

The report, as circulated, provided information on the legislative process to be followed, and to facilitate that process at the inaugural meeting, for the election of the Chairperson of the Ahuriri Community Board for the 2025 – 2028 Triennium (and the Deputy Chairperson).

Nominations were called for both a Chairperson and a Deputy Chairperson. As there was only one nomination for either role, it was not necessary to choose between System A or System B.

Member Calum Reid was elected unopposed as Chairperson.

RESOLVED ACB 2025/034

Moved: Mr Steve Dalley
Seconded: Mr Alan Pont

That, pursuant to Part 2 of Schedule 7 of the Local Government Act 2002, the Ahuriri Community Board:

1. Firstly, decides to use either election System A or System B as specified in the Act under reference to elect the Chairperson of the Ahuriri Community Board for the 2025 – 2028 triennium and confirms that decision as point 1 in the meeting resolution relating to this agenda item; and
2. Secondly, uses the System adopted in (1) to formally elect the Chairperson of the Ahuriri Community Board for the 2025 – 2028 Triennium and confirms Member Calum Reid as chairperson.

CARRIED

This decision was unanimous.

The meeting was handed to newly elected Chairperson Mr Calum Reid by Mayor Melanie Tavendale for chairing from this point onwards.

Member Steve Dalley was elected unopposed as Deputy Chairperson.

RESOLVED ACB 2025/035

Moved: Mr Alan Pont
Seconded: Mr Mike King

3. Thirdly, decides whether it wishes to appoint a Deputy Chairperson for the 2025 – 2028 triennium and confirms that decision as point 3 in the meeting resolution relating to this agenda item; and
4. Fourthly, if a decision is taken under (3) to appoint a Deputy Chairperson, then to formally elect the Deputy Chairperson using the agreed election System in (1) above and confirms Member Steve Dalley as deputy chairperson.

CARRIED

This decision was unanimous.

3 PUBLIC FORUM

Speaker Nicole Schofield

Nicole Schofield provided an update on the Kurow School (Former) project, confirming that the South Star School Charitable Trust has received official registration as a charity and has secured two grants – one from the Waitaki Heritage Fund and another from the Stout Trust.

Chair Calum Reid thanked Nicole for the update and for her efforts towards the project so far.

4 DECISION REPORTS

4.3 ADOPTION OF CODE OF CONDUCT

The report, as circulated, sought the adoption of the *Draft Code of Conduct for Elected Members (2025-2028 Triennium)* and the related policy, the *Draft Policy for Investigating and Ruling on Alleged Breaches of the Elected Member Code of Conduct (2025-2028 Triennium)*.

It is a legislative requirement for a local authority to have a Code of Conduct in place.

RESOLVED ACB 2025/036

Moved: Member Steve Dalley
Seconded: Member Alan Pont

That the Ahuriri Community Board:

1. **Adopts** the *Draft Code of Conduct for Elected Members (2025-2028 Triennium)* as attached, in accordance with Schedule 7 Clause 15 of the Local Government Act 2002, until the government provides a standardised document as a replacement.
2. **Adopts** the *Draft Policy for Investigating and Ruling on Alleged Breaches of the Elected Member Code of Conduct (2025-2028 Triennium)*, as attached, until the government provides a standardised document as a replacement.
3. **Agrees** to continue with the current arrangements of a two-step investigation process, and the investigator's decision being binding, for as long as the code is in place.

CARRIED

This decision was unanimous.

4.4 ADOPTION OF STANDING ORDERS

The report, as circulated, sought the adoption of the *Draft Standing Orders for Council and Community Boards* to ensure that the Ahuriri Community Board has appropriate and relevant guidance and rules in place for the conduct of meetings in the 2025-2028 triennium.

Director Support Services Paul Hope noted that Council adopted the same version at the inaugural Waitaki District Council meeting on Tuesday 4 November 2025.

He reported that Council discussed improving voting transparency. Going forward, it is preferable that Community Board Members clearly indicate their position on each decision, whether in favour, against, or abstaining, and individual votes will be documented in the minutes.

RESOLVED ACB 2025/037

Moved: Cr Brent Cowles
Seconded: Mr Mike King

That the Ahuriri Community Board:

1. **Adopts** the *Standing Orders for Council and Community Boards*, as attached, until the government provides a standardised document to all councils.
2. **Agrees** to provide a casting vote to the community board chairperson in the event of equal votes (see item 19.3 in the attachment).
3. **Agrees** to continue with Option C as the default option for speaking to and moving motions (see item 22.2 in the attachment).
4. **Notes** that the Local Government Act 2002 (Clause 16 of Schedule 7) requires members to comply with the Standing Orders.

CARRIED

This decision was unanimous.

4.5 RESERVE CLASSIFICATION AND GIFTING OF KUROW SCHOOL BUILDING (FORMER)

The report, as circulated, sought a recommendation to Council to publicly notify the proposed reclassification of Part Lot 2 DP 7534 and Lot 1 DP 8706, located at 10 Ranfurly Street, Kurow, to an historic reserve under the Reserves Act 1977, to gift the Kurow School Building (former) to the South Star School Charitable Trust, and to notify the intention to grant a lease on the Reserve.

Property Officer Suzanne Clark and Recreation Specialist Lindsay Hyde spoke to the report.

Ms Clark emphasised that the site, currently a recreation reserve, will remain available for informal recreational activities if transferred to historic reserve status, though she cautioned that reversing the transfer would be very difficult.

Mr Hyde confirmed that historic reserve status and/or a lease to the Trust will not prevent public use or enjoyment of the land or building. If proposals arise for use of the land or building, Council will consult with the Trust regarding any concerns.

RESOLVED ACB 2025/038

Moved: Mr Steve Dalley
Seconded: Cr Brent Cowles

That the Ahuriri Community Board recommends:

That Council:

1. Resolves, pursuant to Section 24(1)(b) of the Reserves Act 1977, to reclassify Part Lot 2 Deposited Plan 7534 and Lot 1 Deposited Plan 8706 from 'Recreation Reserve' to 'Historic Reserve' subject to the completion of all statutory processes.
2. Authorises officers to publicly notify the reclassification in accordance with statutory requirements.
3. Resolves to transfer ownership of the former Kurow School building and storage shed to the South Star School Trust by way of gift and grant a peppercorn ground lease subject to public notification in accordance with statutory requirements.

CARRIED

This decision was unanimous.

Member Karen Turner joined the meeting at 2:24pm.

The interests of Members Alan Pont and Calum Reid in Agenda Item 4.5 were managed by the members by deferring the following decision (with a financial impact) to Council.

RESOLVED ACB 2025/039

Moved: Cr Brent Cowles
Seconded: Mr Steve Dalley

That the Ahuriri Community Board recommends:

That Council:

1. Resolves that the Ahuriri Community Board funds the required statutory notification and gazettal, estimated to cost up to \$800 plus GST.

CARRIED

This decision was unanimous.

5 MEMORANDUM REPORTS

5.1 CORRESPONDENCE - COMMUNITY BOARD GRANT APPLICATION FROM SOUTH STAR SCHOOL CHARITABLE TRUST

The report, as circulated, presented a grant application from the South Star School Charitable Trust in relation to the Kurow School (Former) project for the Ahuriri Community Board's consideration.

The interests of Members Alan Pont and Calum Reid in Agenda Item 5.1 were managed by the members by deferring the decision to Council.

RESOLVED ACB 2025/040

Moved: Cr Brent Cowles
Seconded: Mr Mike King

That the Ahuriri Community Board formally receives the attached items of correspondence and considers any actions in response.

CARRIED

This decision was unanimous.

RESOLVED ACB 2025/041

Moved: Mr Steve Dalley
Seconded: Mrs Karen Turner

That the Ahuriri Community Board recommends that Council resolves a grant of \$12,000 to the South Star School Charitable Trust for startup and early-stage administrative costs from the Ahuriri General Community Grants Fund and requests an accountability report be returned to Council within a year of the funds being uplifted.

CARRIED

This decision was unanimous.

5.2 EXPLANATION OF LEGISLATION BY THE CHIEF EXECUTIVE

The purpose of this report was to provide a summary of the key legislation that is of importance to the Ahuriri Community Board Members, as required under the Local Government Act 2002.

Director Support Services Paul Hope explained the legislation on behalf of the Chief Executive.

RESOLVED ACB 2025/042

Moved: Mr Alan Pont
Seconded: Mr Mike King

That the Ahuriri Community Board receives and notes the information.

CARRIED

This decision was unanimous.

5.3 ELECTION REPORT

The report, as circulated, provided the results of the 2025 local authority elections conducted in the Waitaki District.

RESOLVED ACB 2025/043

Moved: Mr Mike King
Seconded: Mrs Karen Turner

That the Ahuriri Community Board receives and notes the information.

CARRIED

6 CONFIRMATION OF PREVIOUS MEETING MINUTES

6.1 PUBLIC MINUTES OF THE AHURIRI COMMUNITY BOARD MEETING HELD ON 8 SEPTEMBER 2025

RESOLVED ACB 2025/044

Moved: Mr Steve Dalley
Seconded: Mr Alan Pont

That the Ahuriri Community Board confirms the public minutes of the Ahuriri Community Board Meeting held on 8 September 2025, as circulated, as a true and correct record of that meeting.

CARRIED

This decision was unanimous.

It was agreed that the next Ahuriri Community Board Meeting would be held at 2pm on Monday 2 February 2026 at the Otematata Community Centre.

7 MEETING CLOSE

The Chair declared the meeting closed at 3:24pm.

TO BE CONFIRMED at the Ahuriri Community Board Meeting to be held on Monday 2 February 2026.

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CHAIRPERSON

7 **MEETING CLOSE**