
Waihoru Spreydon-Cashmere-Heathcote Community Board AGENDA

Notice of Meeting Te Pānui o te Hui:

An ordinary meeting of the Waihoru Spreydon-Cashmere-Heathcote Community Board will be held on:

Date: Thursday 12 June 2025
Time: 4 pm
Venue: Linwood Boardroom,
Gate B, 180 Smith Street,
Woolston

Membership Ngā Mema

Chairperson	Callum Ward
Deputy Chairperson	Keir Leslie
Members	Melanie Coker Will Hall Roy Kenneally Tim Lindley Lee Sampson Tim Scandrett Sara Templeton

6 June 2025

Principal Advisor

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Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. If you require further information relating to any reports, please contact the person named on the report.

To watch the meeting live, or a recording after the meeting date, go to:

<https://www.youtube.com/@waihorospreydon-cashmere-h3561/streams>

To view copies of Agendas and Minutes, go to:

<https://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/>



What is important to us?

Our Strategic Framework is a big picture view of what the Council is aiming to achieve for our community

Our focus this Council term 2022–2025

Strategic Priorities



Be an **inclusive and equitable city** which puts **people at the centre** of developing our city and district, prioritising wellbeing, accessibility and connection.



Champion Ōtautahi-Christchurch and collaborate to build our role as a leading New Zealand city.



Build trust and confidence in the Council through meaningful partnerships and communication, listening to and working with residents.

Adopted by the Council on 5 April 2023



Reduce emissions as a Council and as a city, and invest in **adaptation and resilience**, leading a city-wide response to climate change while protecting our indigenous biodiversity, water bodies and tree canopy.



Manage ratepayers' money wisely, delivering quality core services to the whole community and addressing the issues that are important to our residents.



Actively balance the needs of **today's residents** with the **needs of future generations**, with the aim of leaving no one behind.

Our goals for this Long Term Plan 2024–2034

Draft Community Outcomes



Collaborative and confident

Our residents have the opportunity to actively participate in community and city life, have a strong sense of belonging and identity, and feel safe.



Green and liveable

Our neighbourhoods and communities are accessible and well connected, supporting our goals to reduce emissions, build climate resilience and protect and regenerate the environment, especially our biodiversity, water bodies and tree canopy.

To be adopted by the Council as part of the Long Term Plan 2024–2034



A cultural powerhouse

Our diverse communities are supported to understand and protect their heritage, pursue their arts, cultural and sporting interests, and contribute to making our city a creative, cultural and events 'powerhouse'.



Thriving and prosperous

Our city is a great place for people, business and investment where we can all grow our potential, where enterprises are innovative and smart, and where together we raise productivity and reduce emissions.

Our intergenerational vision

A place of opportunity for all.

**Open to new ideas, new people,
new investment and new ways
of doing things – a place where
anything is possible.**



Ngāi Tahu has rangatiratanga over its takiwā – the Council is committed to partnering with Ngāi Tahu to achieve meaningful outcomes that benefit the whole community

Part A	Matters Requiring a Council Decision
Part B	Reports for Information
Part C	Decisions Under Delegation

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Karakia Whakakapi

Actions Register Ngā Mahinga Tuwhera

Karakia Tīmatanga

Kia tau te mauri o runga	<i>May the essence of above settle here</i>
Kia tau te mauri o raro	<i>May the essence of below settle here</i>
Paiheretia te ture wairua	<i>Bind together that we can't see and bind that we can see</i>
Paiheretia te ture tangata	<i>And have them guide us at this time</i>
Hei pou arahi i a tātou i tēnei wā	<i>May the thought be true</i>
Kia tika te whakaaro	<i>May the words be true</i>
Kia tika te kupu	
Tihei Mauri Ora!	

Waiata

Manu tiria manu tiria Manu werohia ki te poho o Te Raka Ka tau rērere Ka tau mai i te Ruhi E tau e koia a Koia koia ko Tararauriki Kī mai i Māui Ehara i te whitu me te waru e E tau e koia, koia	Te whakamārama This song tells the story of Māui changing into a kererū and following his father into the underworld whereupon he returns with the kūmara. The kūmara is seen not only as food for the body but also food for the mind, thus referring to the importance of mātauranga.
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1. Apologies Ngā Whakapāha

An apology for absence was received from Tim Scandrett.

2. Declarations of Interest Ngā Whakapuaki Aronga

Members are reminded of the need to be vigilant and to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

That the minutes of the Waihoru Spreydon-Cashmere-Heathcote Community Board meeting held on [Thursday, 15 May 2025](#) be confirmed (refer page 7).

4. Public Forum Te Huinga Whānui

A period of up to 30 minutes will be available for people to speak for up to five minutes on any issue that is not the subject of a separate hearing process.

4.1 Basketball court at Ti Rakau Reserve

Fionna Chapman, Community Development Practice Lead at Christchurch Methodist Mission will speak regarding a request for a Basketball court at Ti Rakau Reserve.

4.2 BUPA care home

Louise Ayling, local resident will speak regarding matters relating to BUPA care home.

4.3 Large Oak Tree in Remuera Reserve - Unresolved Issue

Adrian Ramsay, local resident, will address the Board regarding an unresolved issue with a large Oak tree in Remuera Reserve.

4.4 Cumbria Lane Lighting, Westmorland

Peter Richarson will speak on behalf of Cumbria Lane residents regarding Cumbria Lane lighting.

4.5 Development of New Sections in West Halswell

David Hawke will speak on behalf of Halswell Residents Association regarding the development of 500 new sections in West Halswell.

4.6 Home & Family Charitable Trust

Val Carter, Chief Executive will speak on behalf of the Home & Family Charitable Trust and provide the Board with an introduction to the Trust's work.

5. Deputations by Appointment Ngā Huinga Whakaritenga

Deputations may be heard on a matter or matters covered by a report on this agenda and approved by the Chairperson.

Deputations will be recorded in the meeting minutes.

6. Presentation of Petitions Ngā Pākikitanga

There were no petitions received at the time the agenda was prepared.

To present to the Community Board, refer to the [Participating in decision-making](#) webpage or contact the meeting advisor listed on the front of this agenda.

**Waihoru
Spreydon-Cashmere-Heathcote Community Board
OPEN MINUTES**

Date: Thursday 15 May 2025
Time: 4.00 pm
Venue: Linwood Boardroom,
Gate B, 180 Smith Street,
Woolston

Present

Chairperson Callum Ward
Deputy Chairperson Keir Leslie - via audio/visual link
Members Melanie Coker
Will Hall
Roy Kenneally
Tim Lindley
Lee Sampson
Tim Scandrett
Sara Templeton

Principal Advisor

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- Part A** Matters Requiring a Council Decision
Part B Reports for Information
Part C Decisions Under Delegation
-

Karakia Tīmatanga

Waiata: The Board sang a waiata to open the meeting.

The agenda was dealt with in the following order.

Sara Templeton joined the meeting at 4.02 pm during consideration of Item 1.

Keir Leslie joined the meeting at 4.05 pm during consideration of Item 1.

1. Apologies Ngā Whakapāha

Part C

Community Board Resolved SCBCC/2025/00032

That the apologies for early departure received from Sara Templeton and Keir Leslie be accepted.

Callum Ward/Tim Scandrett

Carried

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B

Tim Lindley declared an interest in Item 11 and took no part in the discussion or voting on the matter.

Lee Sampson declared an interest in Item 8, specifically matters relating to bus stop 23550 – 101 Colombo Street and took no part in the discussion or voting on this bus stop.

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

Part C

Community Board Resolved SCBCC/2025/00033

That the minutes of the Waihoru Spreydon-Cashmere-Heathcote Community Board meeting held on Thursday, 10 April 2025 be confirmed.

Callum Ward/Tim Scandrett

Carried

4. Public Forum Te Huinga Whānui

Part B

4.1 Selwyn Street safety improvements

Greg Hewgill and John Lieswyn spoke regarding safety improvements on Selwyn Street.

After questions from members, the Chairperson thanked the presenters.

Part B

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Refers the issues raised to staff for investigation and requests a site visit during morning school hour rush with staff, Board members and the presenters prior to a report back to the Community Board.

Attachments

- A Greg Hewgill and John Lieswyn - Safety improvements on Selwyn Street - Presentation to Board
- B Letters of Support - Selwyn Street safety improvements

4.2 Mt Pleasant Community Centre traffic management issues

Derek McCullough, President spoke on behalf of the Mt Pleasant Memorial Community Centre and Residents Association regarding traffic management issues at the community centre.

The Chairperson thanked Derek McCullough for his presentation to the Board.

Part B

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Refers the issues raised to staff for investigation and report to back to the Community Board.

Attachments

- A Mt Pleasant Community Centre - Presentation to Board

4.3 Renaming of the reserve on Pilgrim Place

Karena Brown, Chris Rayner and James Morris presented on behalf of Canterbury Unions regarding a request to rename Science Alive Reserve on Pilgrim Place.

The Chairperson thanked the presenters for their presentation to the Board.

Part B

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Supports exploring the renaming of Science Alive Reserve on Pilgrim Place to recognise the Canterbury Workers' Memorial situated on the site.
2. Refers the issues raised to staff for investigation and requests staff provide advice on the process for renaming Science Alive Reserve and report back to the Community Board.

Secretarial note: Attachment B of Item 4.4 also relates to Item 4.5.

4.4 Grange Street water pipe issues

Julie Young and Nicki Sullivan spoke on behalf of the Grange Street Residents' Working Group regarding issues related to burst water pipes on Grange Street and the impact on residents.

The Chairperson thanked the presenters for their presentation to the Board.

Part B

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Refers the issues raised to staff for investigation and requests a site visit with staff, Board members and residents to explore water pipe and street renewal issues and report back to the Community Board.
2. Requests staff provide information on the state of water pipes in the broader area.

Attachments

- A Grange Street Residents' - Water pipe issues - Presentation to Board
- B Grange Street Residents' Summary - Water pipe issues and Street Renewal

Keir Leslie left the meeting at 4.42 pm during consideration of Item 4.5.

4.5 Request for the recommencement of the Grange Street Renewal

Julie Young and Nicki Sullivan spoke on behalf of the Grange Street Residents Working Group regarding a request for the recommencement of the Grange Street Renewal and speed concerns.

The Chairperson thanked the presenters for their presentation to the Board.

Part B

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Refers the issues raised to staff for investigation and requests a site visit with staff, Board members and residents to explore water pipe and street renewal issues and report back to the Community Board.

Attachments

- A Grange Street Residents' - Grange Street Renewal - Presentation to Board

5. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

5.1 Waihoru Spreydon-Cashmere-Heathcote Community Board Area Report - May 2025

Helen Gatonyi, Jenny Goodman, Jan Webster and Laura Gartner, Support Worker, spoke on behalf of Age Friendly Spreydon Cashmere Heathcote regarding Item 14 on the agenda and the group's work over the past 12 months and the support worker project.

The Chairperson thanked the group for their update to the Board.

Attachments

- A Age Friendly Spreydon Cashmere Heathcote - Report to Board
- B Age Friendly Spreydon Cashmere Heathcote - Survey Analysis
- C Hurunui Age Friendly Survey - Tabled to Board

5.2 Licence Assignment Request - Stoked Surf School Tapui Limited

Aaron Lock, Owner/Manager and Donna Henderson spoke on behalf of Learn to Surf regarding Item 10, Licence Assignment Request - Stoked Surf School Tapui Limited in support of the officer recommendations.

Item 10 of these minutes records the Board's decisions on this matter.

Sara Templeton left the meeting at 5.00 pm during consideration of Item 5.3.

5.3 Shelter installation at well-used bus stops across the Waihoru Spreydon-Cashmere-Heathcote Community Board area

Tania Ruru-Dons, local resident, spoke regarding Item 9, Shelter installation at well-used bus stops across the Waihoru Spreydon-Cashmere-Heathcote Community Board area in support of the officer recommendation for a bus shelter proposed for bus stop 42577 – 4 Marriner Street.

Item 9 of these minutes records the Board's decisions on this matter.

6. Presentation of Petitions Ngā Pākikitanga

Part B

There was no presentation of petitions.

7. Correspondence

Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the correspondence report dated 15 May 2025 from Rex and Jan Raistrick in relation to parking issues on Lyttelton Street, and notes that this has been referred to staff for investigation.
2. Receives the information in the correspondence report dated 15 May 2025 from Brian Anderson in relation to parking restrictions on Richmond Hill Road and notes that this has been shared with staff to inform their work on this matter.
3. Receives the information in the correspondence report dated 15 May 2025 from Hanno Sander, Chairperson, Coastal Pathway Group in regard to newly erected no parking signs at Beachville Road.
4. Receives the information in the correspondence report dated 15 May 2025 from Dr Pat McIntosh, Secretary, Redcliffs Residents Association in regard to newly erected no parking signs at Beachville Esplanade.
5. Receives the information in the correspondence report dated 15 May 2025 from Malcolm Long, Secretary, Ōpāwaho Heathcote River Network in relation to the Purau Reserve Landscape/Development Plan and notes that this has been shared with staff to inform their work on this matter.

6. Receives the information in the correspondence report dated 15 May 2025 from Helen Hardman in relation to parking issues along Willard Street and refer to staff for investigation and response back to the Board.
7. Receives the information in the correspondence report dated 15 May 2025 from Jane Ellis, Secretary, 19th Battalion and Armoured Regiment Guardians Committee in relation to the ANZAC Day ceremony.

Community Board Resolved SCBCC/2025/00034

Part B

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the correspondence report dated 15 May 2025 from Rex and Jan Raistrick in relation to parking issues on Lyttelton Street, and notes that this has been referred to staff for investigation.
2. Receives the information in the correspondence report dated 15 May 2025 from Brian Anderson in relation to parking restrictions on Richmond Hill Road and notes that this has been shared with staff to inform their work on this matter.
3. Receives the information in the correspondence report dated 15 May 2025 from Hanno Sander, Chairperson, Coastal Pathway Group in regard to newly erected no parking signs at Beachville Road and refers to staff for investigation the request to lower the height of the signs, if possible, and report back to the Community Board.
4. Receives the information in the correspondence report dated 15 May 2025 from Dr Pat McIntosh, Secretary, Redcliffs Residents Association in regard to newly erected no parking signs at Beachville Esplanade and refers to staff for investigation the request to lower the height of the signs, if possible, and report back to the Community Board.
5. Receives the information in the correspondence report dated 15 May 2025 from Malcolm Long, Secretary, Ōpāwaho Heathcote River Network in relation to the Purau Reserve Landscape/Development Plan and notes that this has been shared with staff to inform their work on this matter and notes the Board's support of the overall approach set by the Ōpāwaho Heathcote River Network in their correspondence to the Board.
6. Receives the information in the correspondence report dated 15 May 2025 from Helen Hardman in relation to parking issues along Willard Street and refer to staff for investigation and response back to the Board.
7. Receives the information in the correspondence report dated 15 May 2025 from Jane Ellis, Secretary, 19th Battalion and Armoured Regiment Guardians Committee in relation to the ANZAC Day ceremony.

Callum Ward/Melanie Coker

Carried

The meeting adjourned at 5.06 pm and reconvened at 5.12pm.

8. Shelter installation at well-used bus stops across the Waihoru Spreydon-Cashmere-Heathcote Community Board area

Community Board Resolved SCBCC/2025/00035 Original Officer Recommendation accepted without change

Part C

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Shelter installation at well-used bus stops across the Waihoru Spreydon-Cashmere-Heathcote Community Board area Report.
2. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

Bus stop 32957 – 61 Opawa Road (Agenda Attachment A)

3. Pursuant to Section 339(1) of the Local Government Act 1974:
 - a. Approves that a bus passenger shelter be installed on the north side of Opawa Road commencing at a point 93 metres west of its intersection with Ensors Road and extending in an easterly direction for a distance of approximately 3.6 metres.
4. Approves the removal of one street tree (Tree ID 33479) outside 61 Opawa Road, as shown on **Agenda Attachment A**.
5. Approves the replacement planting of two trees outside 34 and 38A Ensors Road, as shown on **Agenda Attachment A**.

Bus stop 32817 – 187 Wilsons Road (Agenda Attachment A)

6. Pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017:
 - a. Approves that the stopping of all vehicles be prohibited at any time, on the west side of Wilsons Road commencing at a point 69 metres south of its intersection with Riverlaw Terrace and extending in a northerly direction for a distance of 5 metres.
7. Pursuant to Section 339(1) of the Local Government Act 1974:
 - a. Approves that a bus passenger shelter be installed on the west side of Wilsons Road commencing at a point 51 metres south of its intersection with Riverlaw Terrace and extending in a northerly direction for a distance of approximately 3.6 metres.

Bus stop 11954 – 99 St Martins Road (Agenda Attachment A)

8. Pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017:
 - a. Approves that the stopping of all vehicles be prohibited at any time, on the north side of St Martins Road commencing at a point 72 metres east of its intersection with Wilsons Road and extending in an easterly direction for a distance of 3 metres.
 - b. Approves that the stopping of all vehicles be prohibited at any time, on the north side of St Martins Road commencing at a point 98 metres east of its intersection with Wilsons Road and extending in an easterly direction for a distance of 8 metres.
9. Pursuant to Section 339(1) of the Local Government Act 1974:

- a. Approves that a bus passenger shelter be installed on the north side of St Martins Road commencing at a point 84 metres east of its intersection with Wilsons Road and extending in an easterly direction for a distance of approximately 3.6 metres.

Bus stop 23550 – 101 Colombo Street (Agenda Attachment A)

10. Pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017:
 - a. Approves that a bus stop be revoked on the west side of Colombo Street commencing at a point 93 metres south of its intersection with Aylmer Street and extending in a northerly direction for a distance of 25 metres.
 - b. Approves that a bus stop be installed on the west side of Colombo Street commencing at a point 87 metres south of its intersection with Aylmer Street and extending in a northerly direction for a distance of 14 metres.
11. Pursuant to Section 339(1) of the Local Government Act 1974:
 - a. Approves that a bus passenger shelter be installed on the west side of Colombo Street commencing at a point 81 metres south of its intersection with Aylmer Street and extending in a northerly direction for a distance of approximately 3.6 metres.

Bus stop 23891 – 300 Colombo Street (Agenda Attachment A)

12. Pursuant to Section 339(1) of the Local Government Act 1974:
 - a. Approves that a bus passenger shelter be installed on the east side of Colombo Street commencing at a point 43 metres south of its intersection with Hastings Street West and extending in a southerly direction for a distance of approximately 3.6 metres.

Bus stop 42577 – 4 Marriner Street (Agenda Attachment A)

13. Pursuant to Section 339(1) of the Local Government Act 1974:
 - a. Approves that a bus passenger shelter be installed on the southwest side of Marriner Street commencing at a point 38 metres southeast of its intersection with Nayland Street and extending in a north westerly direction for a distance of approximately 3.6 metres.

Bus stop 42793 – 122 Nayland Street (Agenda Attachment A)

14. Pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017:
 - a. Approves that a bus stop be revoked on the south side of Nayland Street commencing at a point 29 metres north of its intersection with Head Street and extending in a westerly direction for a distance of 12 metres.
 - b. Approves that the stopping of all vehicles be prohibited at any time, on the south side of Nayland Street commencing at its intersection with Head Street and extending in a westerly direction for a distance of 24 metres.
 - c. Approves that a bus stop be installed on the south side of Nayland Street commencing at a point 24 metres west of at its intersection with Head Street and extending in a westerly direction for a distance of 14 metres.
 - d. Approves that the stopping of all vehicles be prohibited at any time, on the south side of Nayland Street commencing at a point 38 metres west of at its intersection with Head Street and extending in a westerly direction for a distance of 6 metres.
15. Pursuant to Section 339(1) of the Local Government Act 1974:

- a. Approves that a bus passenger shelter be installed on the south side of Nayland Street commencing at a point 30 metres north of at its intersection with Head Street and extending in a westerly direction for a distance of approximately 3.6 metres.
16. Approves that hardstand areas, bus stop signs, and green surface treatments are installed at the above bus stops, as shown on **Agenda Attachment A**.
17. Approves that any previous resolutions pertaining to traffic controls or parking and stopping restrictions made pursuant to any bylaw to the extent that they conflict with the parking and stopping restrictions described in clauses 3 – 15 above are revoked.
18. Approves that these resolutions, described in clauses 3 – 15 above, take effect when traffic controls or parking signage and/or road markings that evidence the restrictions described in the staff report are in place (or removed in the case of revocations).

Melanie Coker/Tim Lindley

Carried

Will Hall noted his vote against resolution 13 in relation to bus stop 42577 – 4 Marriner Street.

Lee Sampson declared an interest in relation to resolutions 10. and 11. relating to bus stop 23550 – 101 Colombo Street.

9. Kaiwara Street - Proposed No Stopping Restrictions

Community Board Resolved SCBCC/2025/00036 Original Officer Recommendation accepted without change

Part C

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Kaiwara Street - Proposed No Stopping Restrictions Report.
2. Notes that the decision in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Revokes any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the parking or stopping restriction described in resolution 4 below.
4. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the stopping of vehicles be prohibited at any time on the eastern side of Kaiwara Street, commencing at a point ten metres from its intersection with Cashmere Road and extending in a northern direction for a distance of six metres, as detailed on Agenda Attachment A.
5. Approves that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in this staff report are in place (or removed in the case of revocations).

Lee Sampson/Melanie Coker

Carried

11. Restoration planting on the Ōpāwaho - Heathcote river between St Martins Road and Colombo Street

Community Board Resolved SCBCC/2025/00037 Original Officer Recommendation accepted without change

Part C

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Restoration Planting on the Ōpāwaho-Heathcote River between St Martins Road and Colombo Street Report.
2. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves planting within the identified areas between St Martins Road and Colombo Street

Callum Ward/Lee Sampson

Carried

Tim Lindley requested that his abstention be recorded, due to the perceived conflict of interest, and took no part in the discussion or voting on Item 11.

10. Licence Assignment Request - Stoked Surf School Tapui Limited

Community Board Resolved SCBCC/2025/00038 Original Officer Recommendation accepted without change

Part C

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Licence Assignment Request - Stoked Surf School Tapui Limited Report.
2. Notes that the decision in this report is assessed being of low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Provides landlord approval on behalf of Council to the Assignee, Surf System Limited.
4. Approve the Assignment of the Council's licence with Stoked Surf School Tapui Limited to Surf System Limited.
5. Delegates authority to the Manager Property Consultancy to do all things necessary and make any decisions at his sole discretion that are consistent with the intent of this report to implement the resolutions above including but not limited to conclude and administer the assignment and any licence variation required to affect an assignment.

Will Hall/Tim Lindley

Carried

12. Waihoru Spreydon-Cashmere-Heathcote 2024-25 Discretionary Response Fund Christchurch South Community Garden Trust Website

Community Board Resolved SCBCC/2025/00039 Original Officer Recommendation accepted without change

Part C

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Waihoru Spreydon-Cashmere-Heathcote 2024-25 Discretionary Response Fund Christchurch South Community Garden Trust Website Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves a grant of \$5000 from its 2024-25 Discretionary Response Fund to Christchurch South Community Garden Trust towards a website upgrade and associated costs.

Melanie Coker/Callum Ward

Carried

13. Waihoru Spreydon-Cashmere-Heathcote 2024-25 Discretionary Response Fund Mount Pleasant Memorial Community Centre and Residents Association Incorporated

Community Board Resolved SCBCC/2025/00040 Original Officer Recommendation accepted without change

Part C

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Waihoru Spreydon-Cashmere-Heathcote 2024-25 Discretionary Response Fund Mount Pleasant Memorial Community Centre and Residents Association Incorporated Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves a grant of \$500 from its 2024/25 Waihoru Spreydon-Cashmere-Heathcote Discretionary Response Fund to Mount Pleasant Memorial Community Centre and Residents Association towards printing of community newsletter project.

Callum Ward/Will Hall

Carried

14. Waihoru Spreydon-Cashmere-Heathcote Community Board Area Report - May 2025

Community Board Resolved SCBCC/2025/00041 Original Officer Recommendation accepted without change

Part B

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Waihoru Spreydon-Cashmere-Heathcote Community Board Area Report - May 2025.

Callum Ward/Tim Scandrett

Carried

15. Elected Members' Information Exchange Te Whakawhiti Whakaaro o Te Kāhui Amorangi

Part B

Members exchanged information on matters of interest to the Board:

- New coordinator for Friends of Purau Reserve Group.
- Passing of Bill Woods QSM, past president of Summit Road Society and memorial held.
- Thanked Council staff for work to clean area near the Maltworks Village in Heathcote Valley.
- Thanked Lee Sampson for running the ANZAC Day Service at Sydenham Cemetery.
- A member met with the One Special Day Charitable Trust.
- Pedestrian crossing issues at the intersection of Tankerville Road and Mathers Road.
- Thanked Council staff for their work during recent weather event.
- Board submission on Draft Local Alcohol Policy circulated.

Karakia Whakakapi

Meeting concluded at 5.46 pm.

CONFIRMED THIS 12th DAY OF JUNE 2025

**CALLUM WARD
CHAIRPERSON**

7. Correspondence

Reference Te Tohutoro: 25/945390

Responsible Officer(s) Te Pou Matua: Jane Walders, Support Officer

Accountable ELT Member Pouwhakarae: Andrew Rutledge, General Manager Citizens and Community

1. Purpose of Report Te Pūtake Pūrongo

Correspondence has been received from:

Name	Subject
Marise Richards	Parking and Safe Student Access
Christine Toner, Chair, Redcliffs Residents' Association	Thanks for no flooding
Spencer Beasley	Overdale Drive - Proposed No Stopping Restrictions

2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the correspondence report dated 12 June 2025 from Marise Richards in relation to parking and safe student access around Christchurch South Intermediate.
2. Receives the information in the correspondence report dated 12 June 2025 from the Redcliffs Residents' Association in regard to the Association's thanks to Council for no flooding during the heavy rain event of 30 April/1May 2025.
3. Receives the information in the correspondence report dated 12 June 2025 from Spencer Beasley supporting the extension of yellow lines outside number 4 Overdale Drive relating to Item 10. Overdale Drive - Proposed No Stopping Restrictions on the agenda.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Correspondence - Parking and Safe Student Access	25/945391	20
B 	Correspondence - Thanks for no flooding	25/976184	22
C 	Correspondence - Spencer Beasley - Overdale Drive	25/1132391	23

From: M Richards [REDACTED]
Date: Tue, 29 Apr 2025, 10:28 am
Subject: Fwd: Parking and safe student access
To: Beaton, Ashley <Ashley.Beaton@ccc.govt.nz>

Kia ora Ashley,

My daughter is friends with the child who was recently injured on Milton Street. We mix cycling, scooting, and car to get our child to school and I want to let you know just how difficult it is to cross some of the roads in the area. I understand there might be a Community Board meeting coming up on this issue, and I would like to attend if possible.

Before that meeting, I wanted to raise a related issue directly with Christchurch City Council (CCC)/Community Board.

I have seen previous responses to cycling and walking concerns that often focus on educating children to better manage the roads on their way to school. I have seen this take on a life of its own on social media where children and parents are blamed and shamed for walking/not walking, not managing, complex roads and fast-moving traffic.

I would like to point out to CCC that it is not always developmentally appropriate to expect children/young people to navigate complex and unsafe street environments, and adult cyclists and pedestrians find these roads difficult too!

A specific example is the Dominion Avenue exit of the school:

I frequently see drivers — mostly parents and grandparents — parking over the corners and kerb dips on the corners (where the kids are crossing) to drop off or collect children. This limits visibility for children trying to cross, and they have to make difficult decisions on the fly. I have also seen large vehicles, such as double-cab utes, pull in blocking these areas while children are in the middle of crossing!

In addition, some drivers approach the corner at speed, in a hurry to collect their own family members.

Drivers also often park very close to the school gate, then reverse back into the gate out just as groups of children are exiting.

This is absolutely not the fault of the school or its teachers — I can see they are making big efforts to manage the situation, including arriving early and supervising key points at drop-off and pick-up times. **I believe the school needs to be given better tools and road design improvements to help manage these issues safely and effectively.**

Given these concerns, I believe that improvements to road markings and infrastructure could make a meaningful difference. Specifically:

- Installing yellow “no stopping” lines at the Dominion Avenue school exit and along the corners leading up to it.
- Investigating the surface condition of the road and footpath, which is poor and has already caused several minor falls.
- Considering measures to discourage unsafe parking and fast cornering behaviour near the gate.

People often seem not to 'see' the children amidst the congestion and distractions, which is frustrating to watch.

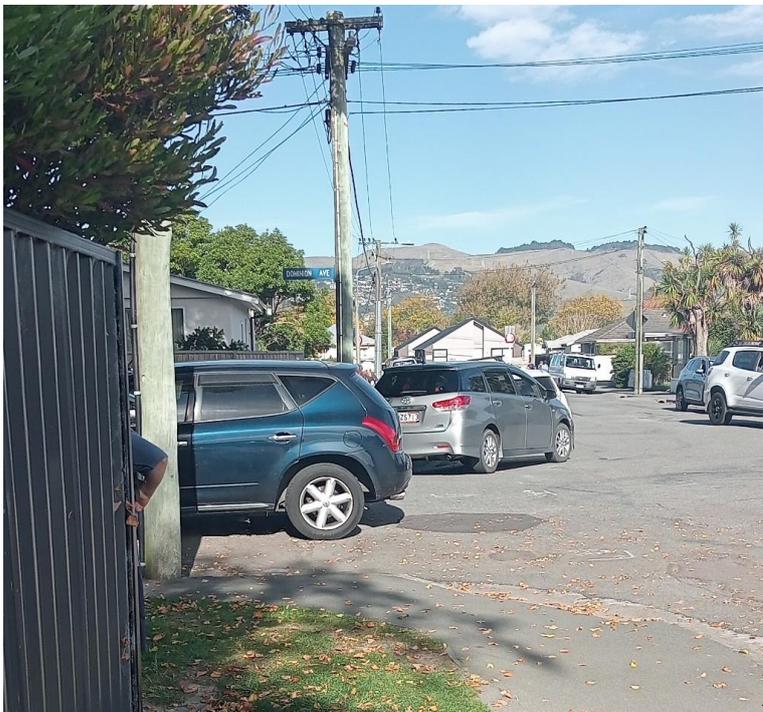
I have attached a photo I took recently (being careful not to include any children) showing vehicles parked over the kerb dips and corner, making it difficult for children to see, and for turning drivers to see them. Photo linked below.

Could you please let me know:

- Are there any current or upcoming road design or marking updates planned for this area?
- Would CCC be willing to consider yellow lines or other interventions as part of any scheduled maintenance or safety improvements?

Thank you very much for your time and consideration.

Ngā mihi,
Marise Richards



From: **Redcliffs RRA** <redcliffs.ra@gmail.com>
Date: Tue, 13 May 2025 at 20:53
Subject: Thanks for no flooding
To: Lindley, Tim <Tim.Lindley@ccc.govt.nz>

Dear Tim

To prove that we don't want to complain all the time, our RRA committee asked me last night to write to you to ask you to thank staff for their success demonstrated last month in the 'big rain' event.

In Redcliffs, particularly in Moncks Bay and around Barnett Park, we are very wary when heavy and long rainfall cascades down the hills and coincides with very high tides, as happened 30 April/1 May 2025.

Historically the combination has prevented stormwater flowing into the estuary, and I have personally experienced many events when houses were flooded, cars on the street flooded, gardens swept away.

This time, Alisdair Hutchison was first to send us a warning, which we duly transmitted to residents, then there were other warnings, and Evan Price, one of our committee who remembers well the chaos caused many times by the overflowing Barnett Park drain being blocked by branches and debris, went across to check that it was clear.

But, apart from surface water on the first morning in Moncks Bay, there seems to have been no flooding in the area.

So we are very thankful for the decisions made by Councillors and Community Board members, and the work done over recent years by Council staff, to ensure that the water flows in the right direction and flows away, even when the tide is high and filling the gutters.

Please could you pass on our thanks to all those responsible.

Many thanks Tim.

Christine Toner

Chair, Redcliffs Residents' Association

Christine Toner

Redcliffs Residents Association

Website: www.redcliffs.org.nz

Phone: Secretary Dr Pat McIntosh, on [REDACTED]

Email: redcliffs.ra@gmail.com

Jones, Jonathon

From: Spencer Beasley <[REDACTED]>
Sent: Friday, 6 June 2025 2:57 pm
To: Jones, Jonathon
Cc: Spencer Beasley; christy lpad allan
Subject: Overdale drive

Dear Jonathon,

Thank you for talking to me just now. Unfortunately, I will be on a plane next Thursday during the community board meeting but I am keen for my views to be communicated to the meeting. This extension of the yellow lines outside number 4 Overdale drive is overdue. At present there is a various significant hazard and safety concern at the top of Overdale Drive, which is the busiest part of the street. Currently it is effectively a one lane street. The proximity of the narrowing is close to the intersection with Dyers pass Road which makes it even more problematic. The addition of several further yellow lines to take it up to the driveway of number four will create a massive improvement in visibility as cars go around that corner and will dramatically increase the safety of that part of the road, as well as the flow of the traffic.

I am delighted that at last these dotted yellow lines are being extended as in the original plan. I know my view is shared by many others in our street.
Kindest regards,
Spencer.

8. Lease Assignment and Variation Request - Haddenough Limited - Scarborough Fare

Reference Te Tohutoro: 25/725832

Responsible Officer(s) Te Pou Matua: Grant McIver-Leasing Consultant

Accountable ELT Member Pouwhakarae: Andrew Rutledge, General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is to seek the approval of Waihoru Spreydon-Cashmere-Heathcote Community Board to:
 - 1.1.1 Grant Landlord approval to a lease assignment from Haddenough Limited to L & V Sheppard Limited for the Scarborough Fare Café and Ice Cream Shop lease located on Scarborough Esplanade Reserve (Scarborough Park); and
 - 1.1.2 Vary the lease by adding an option for a further term of four (4) years commencing 24 October 2033 to L & V Sheppard Limited if the above assignment is approved.
- 1.2 The report is staff generated to support the assignment application from Haddenough Limited and to seek the required delegated approvals required by the Purchaser, L & V Sheppard to facilitate the purchase of the business.
- 1.3 This report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the level of impact on the existing user groups that currently use the premises and whether this decision can be reversed once made.

2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Lease Assignment and Variation Request - Haddenough Limited - Scarborough Fare Report.
2. Notes that the decision in this report is assessed being of low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Provides landlord approval on behalf of Council to the Assignee, L & V Sheppard Limited.
4. Approves the Assignment of the Council's lease with Haddenough Limited to L & V Sheppard Limited.
5. Approves the granting of a further renewal term option for a period of four (4) years commencing on 24 October 2033 by way of lease variation.
6. Delegates authority to the Manager Property Consultancy to do all things necessary and make any decisions at his sole discretion that are consistent with the intent of this report to implement the resolutions above including but not limited to conclude and administer the assignment and lease variation.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 Haddenough Limited are the current tenant and operators of Scarborough Fare Café and Ice Cream Shop and have been operating at the site since 2020.



- 3.2 The café is Located on part of Scarborough Reserve, The Esplanade, Sumner.
- 3.3 The lease was assigned from previous operators Fritchards Limited in 2020 and at the time of assignment, a new lease was granted commencing 24 October 2024.
- 3.4 The current lease is valid for a maximum term, including renewals, of nine (9) years with final expiry on 23 October 2033.
- 3.5 Haddenough Limited (the Assignor) marketed the business for sale on various sites such as Trademe and NZBizBuySell and are now seeking Landlord approval to the Purchaser and Lease Assignment to L & V Sheppard Limited (the Assignee).
- 3.6 The Assignee has requested Council consider a lease extension by way of an additional right of renewal option of four (4) years to facilitate a planned internal premises fit out improvement investment estimated at \$63,000.
- 3.7 The Council's Leasing Policy allows the Council (through a Community Board delegation) to deal unilaterally and consider additional lease terms at the Tenant's request to facilitate additional investment in a business so long as there is mutual benefit, and it is reasonable and warranted to do so.

4. Background/Context Te Horopaki

- 4.1 A new lease commencing 24 October 2024 was agreed by Council with Haddenough Limited (the Assignor).
- 4.2 The new lease has an Initial lease term of six (6) years from 24 October 2024 with one (1) right of renewal of three (3) years for a total of nine (9) years expiring 23 October 2033 if rights of renewal are exercised.
- 4.3 The Assignor has entered into a conditional business and asset sales agreement with the Assignee, dated 16 April 2025 (sale agreement), pursuant to which the Assignor has agreed to sell, and the Purchaser has agreed to purchase, all the business and assets of the Assignor.

- 4.4 The parties are aiming to complete the sales on 21 July 2025, subject to satisfying all the conditions under the sale agreement
- 4.5 Current service levels and staffing will not reduce.

L & V Sheppard Limited (Assignee) – History, Experience and Business Plan

- 4.6 Staff have reviewed the Assignee’s commercial lease application, intentions for the business and financial position as follows:
- The two directors of L & V Sheppard limited are Luke and Vivienne (Nyuk Hui) Sheppard (husband and wife).
 - Vivienne graduated from Ara with a diploma in patisserie. She was awarded the Karen Lewis Scholarship for outstanding performance in her studies and established a cakes and dessert catering business in 2021 called Something Sweet. This business is run from a registered home kitchen and in between orders to date she has been attending a few markets selling baked goods and maintaining a strong online presence through Facebook and Instagram; she will be responsible for the day-to-day baking, desserts and cabinet food.
 - Luke Sheppard is an experienced manager having previously managed a staff of 45 in a large milk production company, where he managed maintenance, health and safety and performance reviews.
 - The Assignors will be hands-on managers and operators with transferrable business skills acquired through their previous work and business history. They will hire a café manager or café supervisor to assist with day-to-day tasks to ensure 7 day a week representation.
 - The Assignee plans to keep the menu and style as ‘business as usual’ with the current offerings of a la carte dining, light snacks and cakes, takeaway food, hot drinks/beverages and an ice cream kiosk.
 - They have plans to introduce more cabinet options and update the internal fit out and add related branding merchandise such as keep-cups, hats, t-shirts and towels.
- 4.7 L & V Sheppard Limited is a newly registered limited liability company registered with the New Zealand Companies Office for the purpose of this purchase and has not yet commenced trading.
- 4.8 A credit check of the directors has received a clean and favourable report with no red flags.
- 4.9 Net worth statements provided by the shareholders show good equity reserves to meet future lease commitments.
- 4.10 Officers have no concerns noted about the Assignee’s ability to meet the lease conditions and are satisfied that the prospective purchaser is viable
- 4.11 The relevant documents will be prepared, to Council’s satisfaction, by the proposed Assignee’s solicitors. The costs in preparing the assignment and any change of guarantor will be met by the Tenant and proposed Assignee.

Proposed Improvements and Lease Extension

- 4.12 In support of the requested four (4) year right of renewal option, the Assignor has detailed the following proposed fit-out improvements valued at \$63,000:

Front of House

- Addition of a chilled cabinet, expanding the food options
- Changes to the service counter, both to accommodate the display cabinet and to alleviate the congestion between the service area and the adjacent wall/door
 - This may include moving the coffee machine to the other end of the bench, and changing the staff ingress/egress area to towards the middle of the service bench
 - Potentially adding a milk jug washer near the coffee machine
 - Replacing the service area bench with a mock stone top
 - Reduce the height of the bench to allow better service to wheelchair-bound customers
 - Move the bench near the congested wall area inwards by approximately 200mm, allowing better access to the cafe via wheelchair or walking frame
- Design changes to the back wall near the benches and matching design changes to the service area. Remaking the benches to become one solid seating area across the entire back wall, with tables and chairs that can be moved to allow for larger parties.
- Moving the water station around the corner

Kitchen

- Addition of a commercial convection oven for cabinet food
- Relaying the rear stainless-steel bench to be deeper and flatter
- Adding some under-bench refrigeration to the rear bench for cabinet food
- Adjusting the placement of centre cooking area to accommodate additional prep bench
- Adding a corner bench near the dishwasher for additional storage

4.13 Lease Term

4.13.1 An option for an additional lease term of four (4) years has been requested. The lease will have a new expiry date of 23 October 2037 and be on the same commercial terms as the existing lease.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

4.14 The following reasonably practicable options were considered and are assessed in this report:

- Approve the Assignment of the current Deed of Lease and lease variation request to the Assignee.
- Decline the Assignment of the current Deed of Lease and lease variation request to the Assignee.

4.15 The following options were considered but ruled out:

- Terminate the Lease Agreement: This option would involve ending the lease before the assignment takes place, which could be ruled out if the existing lease terms are still favourable or if terminating the lease would create complications.
- Delay the Assignment Decision: Postponing the decision for further review or negotiation. This could be ruled out if the assignment is time-sensitive or if there is sufficient information to make an immediate decision

4.16 **Preferred Option:** Approve the Assignment of Lease and lease variation request to the Assignee.

4.16.1 **Option Description:** Provide Landlord approval to the Assignee to enable the sale of the business and further investment beyond the purchase price.

4.16.2 Option Advantages

- The Council will continue to receive a commercial rental income for the duration of the lease term till 23 October 2037 (provided renewal options are exercised).
- The current level of service will be further improved with fresh impetus and ideas
- The Council (as Landlord) will fulfil contractual obligations under the lease agreement with respect to approving an assignment of the lease.
- Promotes customer service enhancements by fostering Tenant investment.
- The inside of the premises will be freshened up and modernised.
- Provides the Tenant with certainty to proceed with the planned improvements.
- The Landlord cannot unreasonably withhold the approval for a lease Assignment.

4.16.3 Option Disadvantages

- Nil.

4.17 Decline the assignment of the current Deed of Lease and request for lease variation to the Assignee.

4.17.1 **Option Description:** The Community Board declines the assignment of the current Deed of Lease to the Assignee, removing the opportunity for the current operators to sell their business or allow for reinvestment in the premises.

4.17.2 Option Advantages

- The Council will still have a working relationship with known tenants however that may prove to be tenuous.
- Retains a secure tenant (incumbent) for the remainder of the current lease term.

4.17.3 Option Disadvantages

- Council would be hindering the opportunity for the current operators to sell their business and reinvestment to occur.
- Landlord’s consent to an assignment cannot be unreasonably withheld.
- It is considered that there are no reasonable grounds to withhold consent to this assignment, therefore in doing so the Council as landlord could be challenged to be in default of the lease and not be in a strong position to defend such a decision
- Council would be hindering the opportunity for the current operators to sell their business.

Analysis Criteria Ngā Paearu Wetekina

- 4.18 The decisions put forward for consideration are reasonably straight forward; to approve the request or not to approve the request.
- 4.19 The implications to Council are minimal if any as approving the request in this report will ensure a continued and uninterrupted revenue stream and service to Council.
- 4.20 There is continued compliance with the existing lease terms and conditions.
- 4.21 The existing tenant is not in breach of the lease conditions and rent payments are up to date.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option	Option 2 - Decline the assignment of the current Deed of Lease and lease variation to the Assignee
Cost to Implement	Internal staff costs to review documentation	Internal staff costs to review documentation
Maintenance/Ongoing Costs	Tenant responsibility	Tenant responsibility
Funding Source	Operational Funds	Operational Funds
Funding Availability	Current budgets	Current budgets
Impact on Rates	Nil	Nil

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 **Risk: Operator Failure Due to Market Forces or Poor Management**
Mitigation: If failure occurs, the Council can initiate a Request for Proposals process or repurpose the space.
- 6.2 **Risk: Tenant will not complete the Improvements**
Mitigation: To mitigate this risk, the lease renewal option will be subject to completion of the agreed Improvements.

Legal Considerations Ngā Hīraunga ā-Ture

- 6.3 Statutory and/or delegated authority to undertake proposals in the report:
 - 6.3.1 The Community Board Community Board holds these delegations:

- Authority to grant extensions of leases or licences of reserves to other parties, and to authorise staff to sign all required documentation.
- Authority to give (or decline) consent as landlord to any matter or request made by tenants/licensees under leases or licences of reserves to other parties, and to authorise staff to sign all required documentation.

6.4 Other Legal Implications:

6.4.1 The legal consideration is the preparation of the Assignment and Deed of Lease which is a routine matter on which the legal situation is well known and settled.

6.4.2 The Council's Leasing Council Property Policy 2015 - "Creation of New Leases and Extension Requests Prior to Expiry" by requesting the Council to approve the extension of lease term, this policy is complied with as it contemplates Tenant requests to the Council to consider additional lease terms to facilitate additional investment in a business where there is mutual benefit, and it is reasonable and warranted.

6.4.3 Under the terms and conditions of the Lease Agreement, the Landlord may not unreasonably withhold their consent to the assignment provided that the proposed assignee is:

- Respectable
- Responsible
- Has the financial resources to meet the tenant's commitments under the lease and
- The relevant experience to properly conduct the business use.

Strategy and Policy Considerations Te Whai Kaupapa here

6.5 The required decisions:

6.5.1 Align with the Christchurch City Council's Strategic Framework.

6.5.2 Is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the level of impact city wide of those affected by this decision.

6.5.3 Is Consistent with Council's Plans and Policies.

6.6 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):

6.7 Parks, Heritage and Coastal Environment

6.7.1 Activity: Parks Heritage Management

- Level of Service: 6.9.1.9 All heritage assets (excluding buildings) are managed and maintained in a clean, tidy, safe, functional, and equitable manner - 90% of scheduled maintenance completed according to planned programme

Community Impacts and Views Ngā Mariu ā-Hāpori

6.8 The Community has not been consulted directly. This is an operational issue and there is no requirement to consult within legislation during an assignment process. It is expected this proposal would be supported as it supports Council's long-term plan to manage and maintain the network of Parks scheduled heritage buildings.

6.9 The decision affects the following wards/Community Board areas:

6.9.1 Waihoru Spreydon-Cashmere-Heathcote Community Board.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.10 The decision does not involve a significant decision in relation to ancestral land, a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture, and traditions.
- 6.11 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.
- 6.12 There is no material change to the lease area or the permitted use of the lease that affects Mana Whenua.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.13 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions due to the low carbon footprint of the tenant.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 The next steps will be to review the Deed of Assignment and Lease variation documentation supplied by the Assignee and arrange Council signing and sealing.

Attachments Ngā Tāpirihanga

There are no attachments for this report.

In addition to the attached documents, the following background information is available:

Document Name - Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Grant McIver - Leasing Consultant
Approved By	Kathy Jarden - Team Leader Leasing Consultancy Angus Smith - Manager Property Consultancy Nicky Brown - Deputy Director Botanic Gardens Mona Vale Rupert Bool - Head of Parks

9. 14 Whiteleigh Avenue Proposed No Stopping

Reference Te Tohutoro: 25/790836

Responsible Officer(s) Te Pou Matua: Liqi Chen – Transport Network Planner

Accountable ELT Member Pouwhakarae: Brent Smith, General Manager City Infrastructure

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Board to consider implementation of no-stopping restrictions on 14 Whiteleigh Avenue adjacent to an existing bus stop.
- 1.2 The report was initiated upon the request of staff to support the safety and efficiency of the road network following the establishment of a new residential development driveway.

2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the 14 Whiteleigh Avenue Proposed No Stopping Report.
2. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Revokes any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the parking or stopping restrictions described in resolutions 4 and 5 below.
4. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the stopping of vehicles be prohibited at any time on the northeastern side of Whiteleigh Avenue, commencing at a point 87 metres northeast of its intersection with Lincoln Road, and extending in a northwestern direction for a distance of 7 metres as detailed on **Attachment A** (14 Whiteleigh Avenue Proposed No-Stopping marks).
5. Approves that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in this staff report are in place (or removed in the case of revocations).

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 PRA Whiteleigh Ltd has applied for resource consent (**RMA/2025/149**) to construct seven residential units at 14 Whiteleigh Avenue.
- 3.2 As part of the proposal, it is recommended that the on-street parking space between the existing bus stop and the proposed vehicle access to be removed to improve sightlines, enhance bus manoeuvring, and support safer and more efficient access to the site.
- 3.3 This results in the loss of one on-street parking space.
- 3.4 The recommendation is to install the No Stopping restrictions as indicated on **Attachment A**.

4. Background/Context Te Horopaki

- 4.1 The applicant, PRA Whiteleigh Ltd, has submitted a resource consent application (RMA/2025/149) for the construction of seven residential units at 14 Whiteleigh Avenue.
- 4.2 The existing vehicle crossing at 14 Whiteleigh Avenue is located directly adjacent to a bus stop, which has the potential to pose conflict between vehicles accessing the site and buses manoeuvring or serving for passengers.
- 4.3 As part of the proposal, the existing vehicle crossing will be relocated approximately 7 metres to the south and create a gap of 7 metres between existing bus stop and proposed new vehicle crossing.
- 4.4 However, a safety concern has been raised regarding the location of the proposed new vehicle crossing, particularly due to the limited queuing space and restricted sightlines, that are especially important given the high-traffic volumes, popular cycle route, and arterial nature of Whiteleigh Avenue.
- 4.5 A mitigation measure is recommended by removing one on-street parking space located between the existing bus stop and the proposed vehicle crossing. This would enhance sightlines and provide improved clearance for bus manoeuvring, contributing to safer and more efficient access.
- 4.6 The proposed development is conditional on proceeding in accordance with the submitted information, which includes the removal of the identified on-street parking space as a safety mitigation measure.
- 4.7 If the removal of the parking space is not approved, the developer will be required to apply for a variation to the resource consent, as the current safety mitigation would not be in place.
- 4.8 No other changes to parking restrictions are proposed.
- 4.9 The following related memos/information are circulated to the meeting members:

Date	Subject
16/04/2025	14 Whiteleigh Avenue Site RSM Plan
17/04/2025	14 Whiteleigh Avenue Proposed No-Stopping Marks

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.10 The following reasonably practicable options were considered and are assessed in this report:
 - 4.10.1 Option 1 (Recommended): Remove one parking space between the existing bus stop and the proposed new vehicle crossing at 14 Whiteleigh Avenue.
- 4.11 The following options were considered but ruled out:
 - 4.11.1 Option 2 (Do-Nothing): This option has been ruled out given the potential safety concern of inadequate sightline at the new vehicle crossing and impact on the bus stop operation.

Options Descriptions Ngā Kōwhiringa

4.12 Preferred Option: Option 1 – Removal of one parking space.

- 4.12.1 **Option Description:** Removal of one parking space between the existing bus stop and the proposed new vehicle crossing at 14 Whiteleigh Avenue.
- 4.12.2 Option Advantages
 - Enhances visibility at the new vehicle access.

- Drivers exiting the new access will benefit from an expanded sightline, to observe oncoming traffic, pedestrians, and cyclists.
- Effectively extends the bus stop area, providing additional space for safer and more efficient bus manoeuvring and service operations.
- No financial impact to Council.

4.12.3 Option Disadvantages

- Loss of one on-street parking space.

Analysis Criteria Ngā Paearu Wetekina

4.13 Option has been analysed with respect to current best practice for visibility, and with reference to the Council’s Suburban Parking Policy.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option	Option 2 – Do Nothing
Cost to Implement	\$0 \$750 for staff time	\$0 \$750 for staff time
Maintenance/Ongoing Costs	Will be added to and covered by the area maintenance contract	Will be added to and covered by the area maintenance contract
Funding Source	External	External
Funding Availability	N/A	N/A
Impact on Rates	N/A	N/A

5.1 The associated staff time will be charged under the current resource consent application RMA/2025/149.

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

6.1 None identified above BAU.

Legal Considerations Ngā Hīraunga ā-Ture

6.2 Statutory and/or delegated authority to undertake proposals in the report:

6.2.1 Part 1, Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides Council with the authority to install parking or stopping restrictions by resolution.

6.2.2 The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Register of Delegations. The list of delegations for the Community Boards includes the resolution of stopping and traffic control devices.

6.2.3 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

6.3 Other Legal Implications:

6.3.1 There is no other legal context, issue, or implication relevant to this decision.

6.3.2 This specific report has not been reviewed and approved by the Legal Services Unit however the report has been written using a general approach previously approved

by the Legal Services Unit, and the recommendations are consistent with the policy and legislative framework outlined in this report.

Strategy and Policy Considerations Te Whai Kaupapa here

6.4 The required decision:

6.4.1 Aligns with the [Christchurch City Council's Strategic Framework](#).

6.4.2 The recommendations in this report are consistent with the Christchurch Suburban Parking Policy.

6.4.3 The decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.

6.4.4 The community engagement and consultation outlined in this report reflect the assessment.

6.5 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):

6.6 Transport

6.6.1 Activity: Transport

- Level of Service: 10.0.2 Increase the share of non-car modes in daily trips - $\geq 37\%$ of trips undertaken by non-car modes

Community Impacts and Views Ngā Mariu ā-Hāpori

6.7 No specific community consultation has been undertaken as the proposed changes are immediately adjacent to land owned by the applicant and are considered necessary for safety reasons.

6.8 The decision affects the following wards/Community Board areas:

- Waihoru Spreydon – Cashmere – Heathcote Community Ward

Impact on Mana Whenua Ngā Whai Take Mana Whenua

6.9 The decision does not involve a significant decision concerning ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture and traditions.

6.10 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

6.11 The proposal in this report is unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions

7. Next Steps Ngā Mahinga ā-muri

7.1 If approved, staff will liaise with the developer for the new markings to be installed in accordance with the approved plan.

Attachments Ngā Tāpirihanga

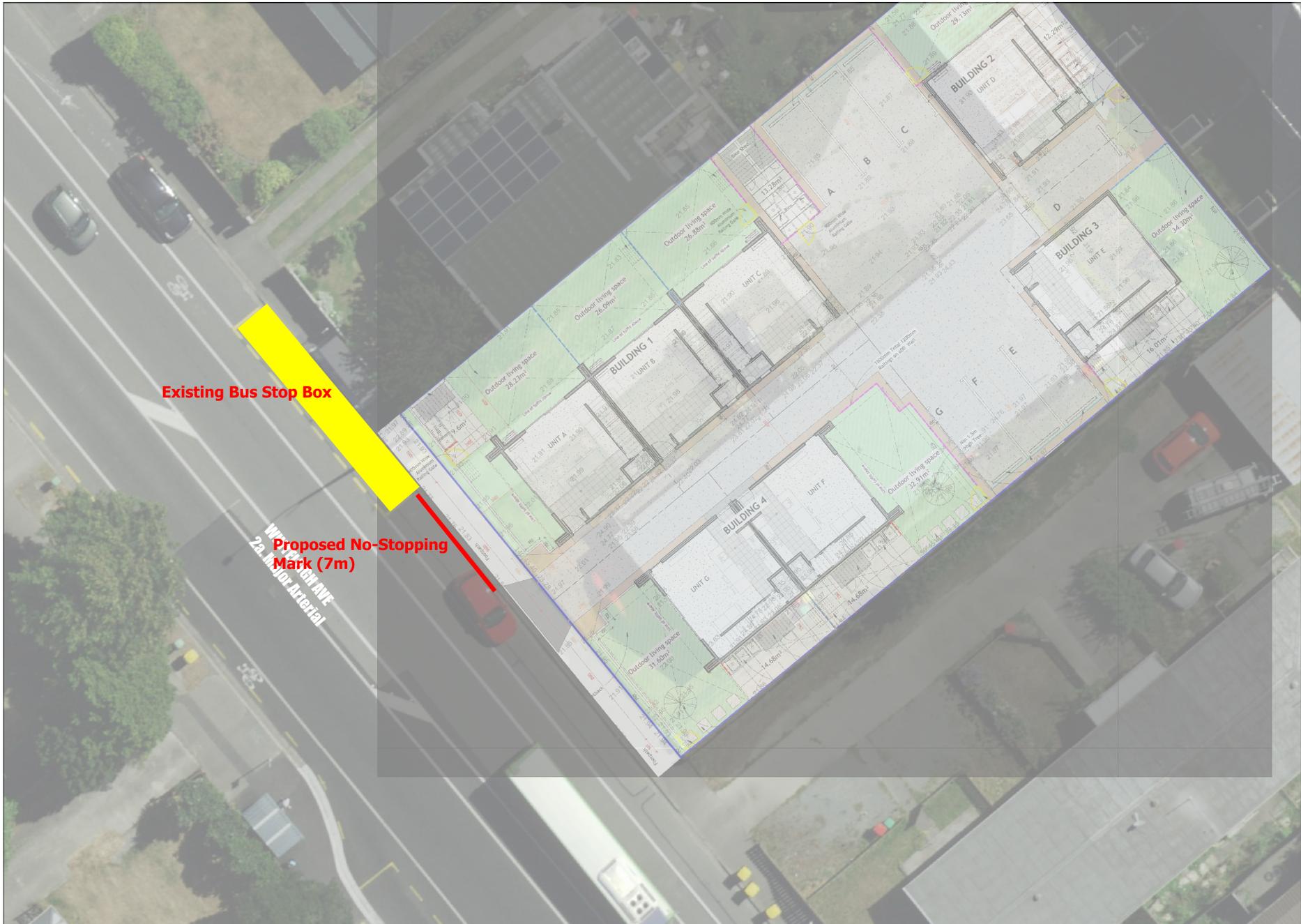
No.	Title	Reference	Page
A  	14 Whiteleigh Avenue_Proposed No-Stopping Marks (for board approval)	25/794932	38
B  	14 Whiteleigh Avenue Site RSM Plan (for board approval)	25/794939	39

In addition to the attached documents, the following background information is available:

Document Name - Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Liqi Chen - Transport Network Planner
Approved By	Andy Milne - Team Leader Asset Planning Stephen Wright - Manager Operations (Transport)



SPACE AND LIGHT

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spaceandlight.co.nz
Space and Light Limited

notes

1. Drawings are based on survey data and may not accurately represent what is physically present.
2. Do not scale from this drawing. All dimensions to be verified by the contractor before proceeding.
3. All dimensions in millimeters unless noted otherwise.
4. Space and Light Ltd to be notified in writing on any discrepancies.

revisions:

REV	DATE	DRAWN	APP.	NOTES
A	11.04.25	DNG	JRL	RC ISSUE

true north project north



status: Resource Consent

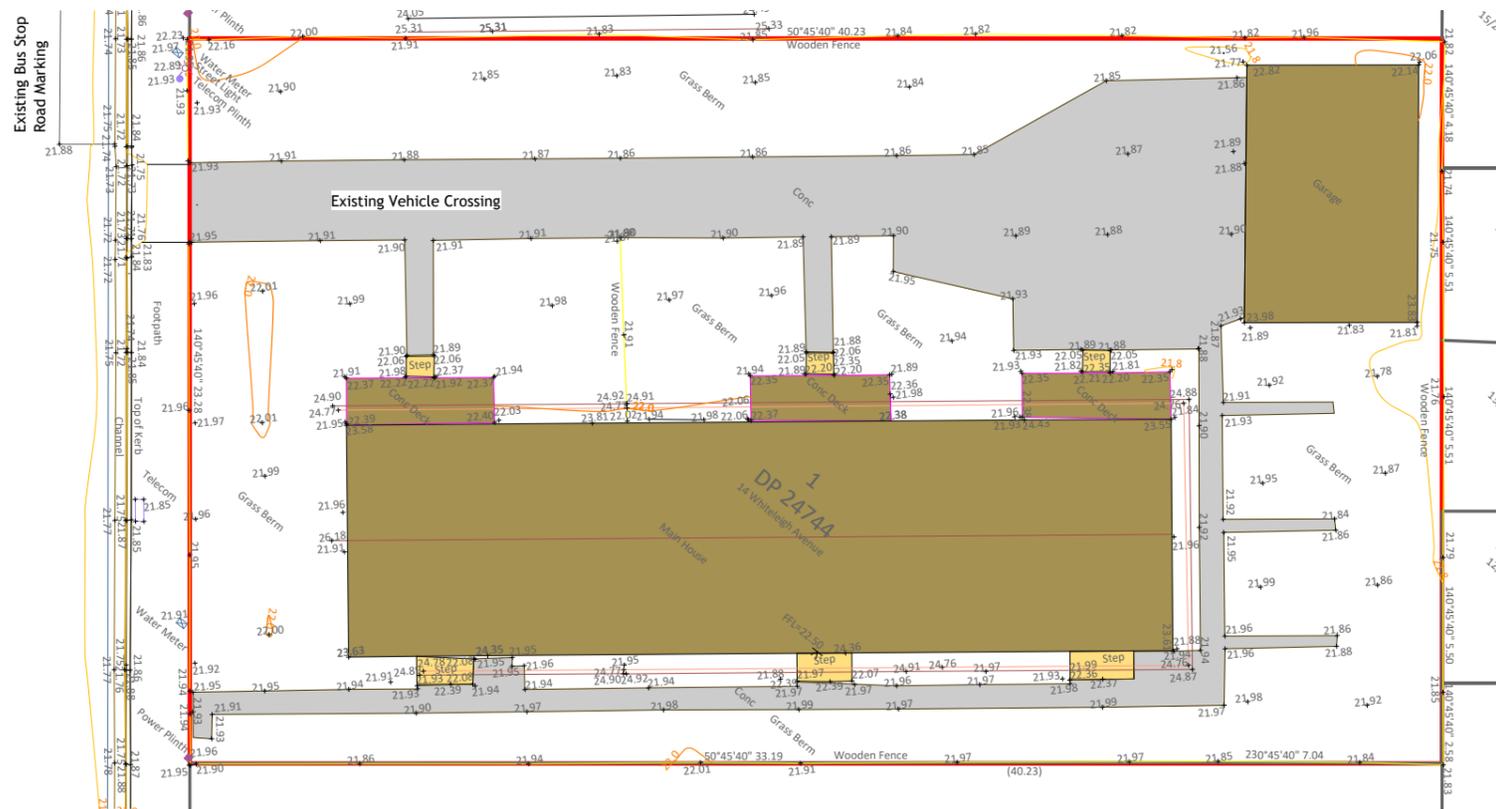
client: PRA Whiteleigh Limited

project: 14 Whiteleigh Avenue

title: Proposed Road-Stopping Marking Plan

revision:
drawn by: DNG
approved by: JRL
date: 02/11/24
job no: # 051
scale + size: 1 : 100
drawing no:

**RC
0.3a**



1 Existing Site Plan and Road Marking
1 : 100



2 Proposed Site Plan with Road-Stopping Marking plan
1 : 100

10. Overdale Drive - Proposed No Stopping Restrictions

Reference Te Tohutoro: 25/1014677

Responsible Officer(s) Te Pou Matua: Toni Dakers, Traffic Engineer

Accountable ELT Member Pouwhakarae: Brent Smith, General Manager City Infrastructure

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 For the Waihoru Spreydon-Cashmere-Heathcote Community Board to approve a further six metres of no stopping restrictions on the bend outside number 4 Overdale Drive.
- 1.2 This report has been written in response to ongoing complaints and reports of near misses from residents of this street, since the original no stopping restrictions were approved on Overdale Drive in February 2024.
- 1.3 The recommended option is to install no stopping restrictions in accordance with Attachment A.

2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Overdale Drive - Proposed No Stopping Restrictions Report.
2. Notes that the decision in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Revokes any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the parking or stopping restrictions described in resolutions 4 below.
4. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the stopping of vehicles be prohibited at any time on the northwest side of Overdale Drive, commencing at a point 41 metres northwest of its intersection with Dyers Pass Road and extending in a northwest direction for a distance of six metres, as detailed on Attachment A.
5. Approves that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in this staff report are in place (or removed in the case of revocations).

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 Safety concerns have been raised about parked vehicles obstructing visibility for oncoming traffic on the bend outside 4 Overdale Drive.
- 3.2 No stopping restrictions were approved for three locations on Overdale Drive in February 2024. The current proposal is to extend the existing no stopping restrictions by a further six metres to improve visibility to oncoming traffic around the bend, removing one on-street parking space.
- 3.3 The recommended option is to install no stopping restrictions in accordance with Attachment A.

4. Background/Context Te Horopaki

- 4.1 Overdale Drive is around 8 metres wide, which is insufficient to accommodate two way traffic when vehicles are parked on both sides, particularly at or near bends.
- 4.2 No stopping restrictions were approved for three locations on Overdale Drive in February 2024. There were conflicting views from residents at the time about parking being retained on the bend outside 4 Overdale Drive.
- 4.3 The recommended option within the 2024 report was to retain a gap of 11 metres (space for two parked vehicles) between the driveway of 4 Overdale Drive and the end of the proposed parking restrictions. The Community Board approved for the no stopping restrictions to be extended to reduce this to one on-street parking space. There was also a requirement for staff to report back to the Community Board after 12 months. Comments received during this period has highlighted that this remains a concern for some residents.
- 4.4 Staff originally supported retaining parking on the basis that it is a slow speed environment, has a highly variable parking demand, and there is visibility available between two approaching vehicles at the point where drivers are deciding whether to proceed.
- 4.5 The previous assessment was based on drivers looking through the gap along the footpath, taking a specific point between two conflicting vehicles. This relies on both drivers slowing to ensure it is safe to proceed. However, even at low speed this gives drivers very little time to react, particularly when larger vehicles are parked in this location.
- 4.6 This is not considered to be suitable for the ongoing operation of this road and does not account for drivers who may be unfamiliar with the road or travelling at a slightly higher speed. Some drivers are not slowing enough to fully check for oncoming traffic, leading to reports of near misses.
- 4.7 No crashes have been reported on Overdale Drive within the last ten years based on a search of the NZ Transport Agency Crash Analysis System, however staff have received ongoing reports of near misses from residents of this street.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.8 The following reasonably practicable options were considered and are assessed in this report:
 - 4.8.1 Mark no stopping restrictions in accordance with Attachment A.
 - 4.8.2 Do nothing.

Options Descriptions Ngā Kōwhiringa

- 4.9 **Preferred Option:** Mark no stopping restrictions in accordance with Attachment A.

4.9.1 Option Advantages

- Improves visibility between conflicting vehicles on the bend to reduce the risk of a crash.
- Addresses the safety concerns raised by residents of Overdale Drive.

4.9.2 Option Disadvantages

- Removes one on-street parking space.
- Is not supported by the adjacent property owners.
- There is a risk that removing parking can result in increased speed. However, there are other parking options available in this immediate location which are often

observed to be occupied and will continue to assist with managing speeds. This includes on the outside of the curve on the opposite side of the road.

4.10 Alternative Option – Do nothing

- The advantages and disadvantages of this option is the opposite to those listed for the preferred option above.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option	Option 2 – Do Nothing
Cost to Implement: Capital Operational	- Approximately \$40 for line marking - \$750 for staff time (reporting and investigation)	- n/a - \$750 for staff time (reporting and investigation)
Maintenance/Ongoing Costs	Will be added to and covered by the area maintenance contract	n/a
Funding Source	Traffic Operations Team Operational budget	n/a
Funding Availability	Funding available	n/a
Impact on Rates	Negligible	n/a

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

6.1 None identified.

Legal Considerations Ngā Hīraunga ā-Ture

6.2 Statutory and/or delegated authority to undertake proposals in the report:

6.2.1 Part 1, Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides Council with the authority to install parking or stopping restrictions by resolution.

6.2.2 The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Delegations Register. The list of delegations for the Community Boards includes the resolution of stopping and traffic control devices.

6.2.3 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

6.3 Other Legal Implications:

6.3.1 There is no other legal context, issue, or implication relevant to this decision.

6.3.2 This specific report has not been reviewed and approved by the Legal Services Unit however the report has been written using a general approach previously approved of by the Legal Services Unit, and the recommendations are consistent with the policy and legislative framework outlined in this report.

Strategy and Policy Considerations Te Whai Kaupapa here

6.4 The required decision:

6.4.1 Aligns with the [Christchurch City Council’s Strategic Framework](#).

6.4.2 The recommendations in this report are consistent with the Christchurch Suburban Parking Policy.

- 6.4.3 The decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.
- 6.5 The community engagement and consultation outlined in this report reflect the assessment.
- 6.6 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):
- 6.7 Transport
- 6.7.1 Activity: Transport
- Level of Service: 10.0.6.2 Reduce the number of death and serious injury crashes on the local road network - Five year rolling average <100 crashes per year.

Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.8 All residents and property owners of Overdale Drive were consulted on a wider proposal for no stopping restrictions in October 2023. A copy of the original consultation plan is included as Attachment B. 16 submissions were received through this process, 12 submissions were supportive of no stopping lines on Overdale Drive, four submissions were opposed to the proposal.
- 6.9 Reasons for opposing the original proposal at that time included the loss of on-street parking, and concerns about increased speeds. Staff adjusted the proposal to retain space for one car park outside 4 Overdale Drive as noted in Section 4.
- 6.10 Staff have received multiple complaints over the last three months (seven as of May 2025) requesting the extension of the no stopping restrictions on the bend outside 4 Overdale Drive, in accordance with the original consultation plan. Of these seven residents, four made submissions on the original proposal in support of no stopping restrictions.
- 6.11 Since comprehensive consultation has been undertaken in the past, staff only sought further feedback from the residents of 4 Overdale Drive who are directly impacted by the current proposal.
- 6.12 They confirmed their opposition to the proposal, supporting the original February 2024 decision that a parking space be retained in this location. Key points from the submission are summarised below:
- 6.12.1 They have lived there for six years and work full time from home and have never seen a crash or heard a car need to stop suddenly to avoid one in this time.
- 6.12.2 Removing this park is counter intuitive to providing a safer street as it encourages motorists to increase speeds.
- 6.12.3 Comments were also provided from a neighbour who also supported parking being retained to manage speeds.
- 6.13 The link to the previous report is provided in Section 7, which includes further information and a summary of the previous consultation feedback.
- 6.14 The Team Leader Parking Compliance supports the preferred option.
- 6.15 The decision affects the following wards/Community Board areas:
- 6.15.1 Cashmere Ward
- 6.15.2 Waihoru Spreydon-Cashmere-Heathcote Community Board

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.16 The decision does not involve a significant decision concerning ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture and traditions.
- 6.17 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.18 The proposal is unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 If approved, staff will arrange for the markings to be installed.

Attachments Ngā Tāpirihanga

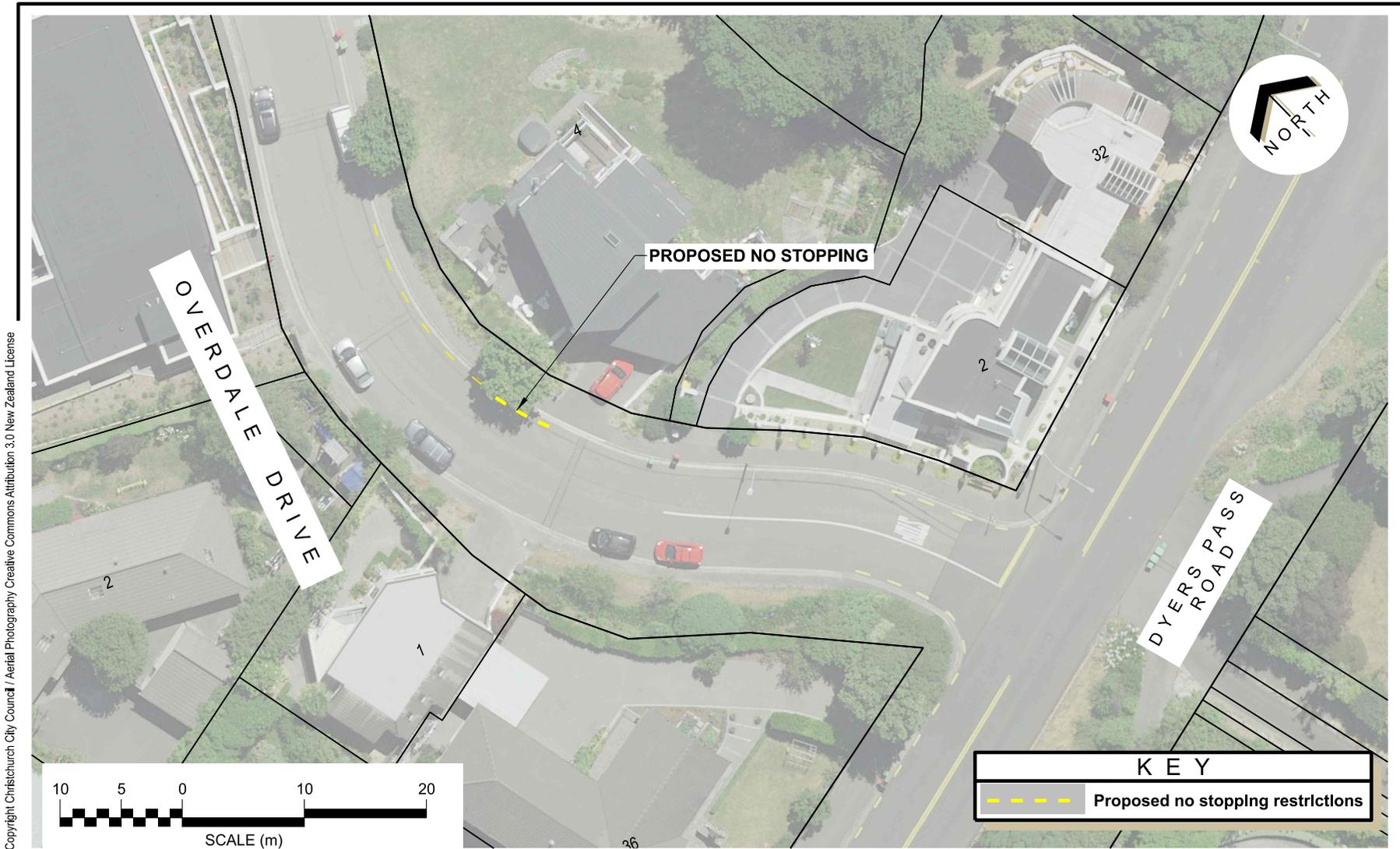
No.	Title	Reference	Page
A  	Site Plan - Overdale Drive Proposed No Stopping Restrictions	25/1085788	46
B  	Original Consultation Plan - October 2023	25/1085789	47

In addition to the attached documents, the following background information is available:

Document Name - Location / File Link
Overdale Drive – Proposed No Stopping Restrictions (February 2024 Report and Attachments) Agenda of Waihoru Spreydon-Cashmere-Heathcote Community Board - Thursday, 15 February 2024

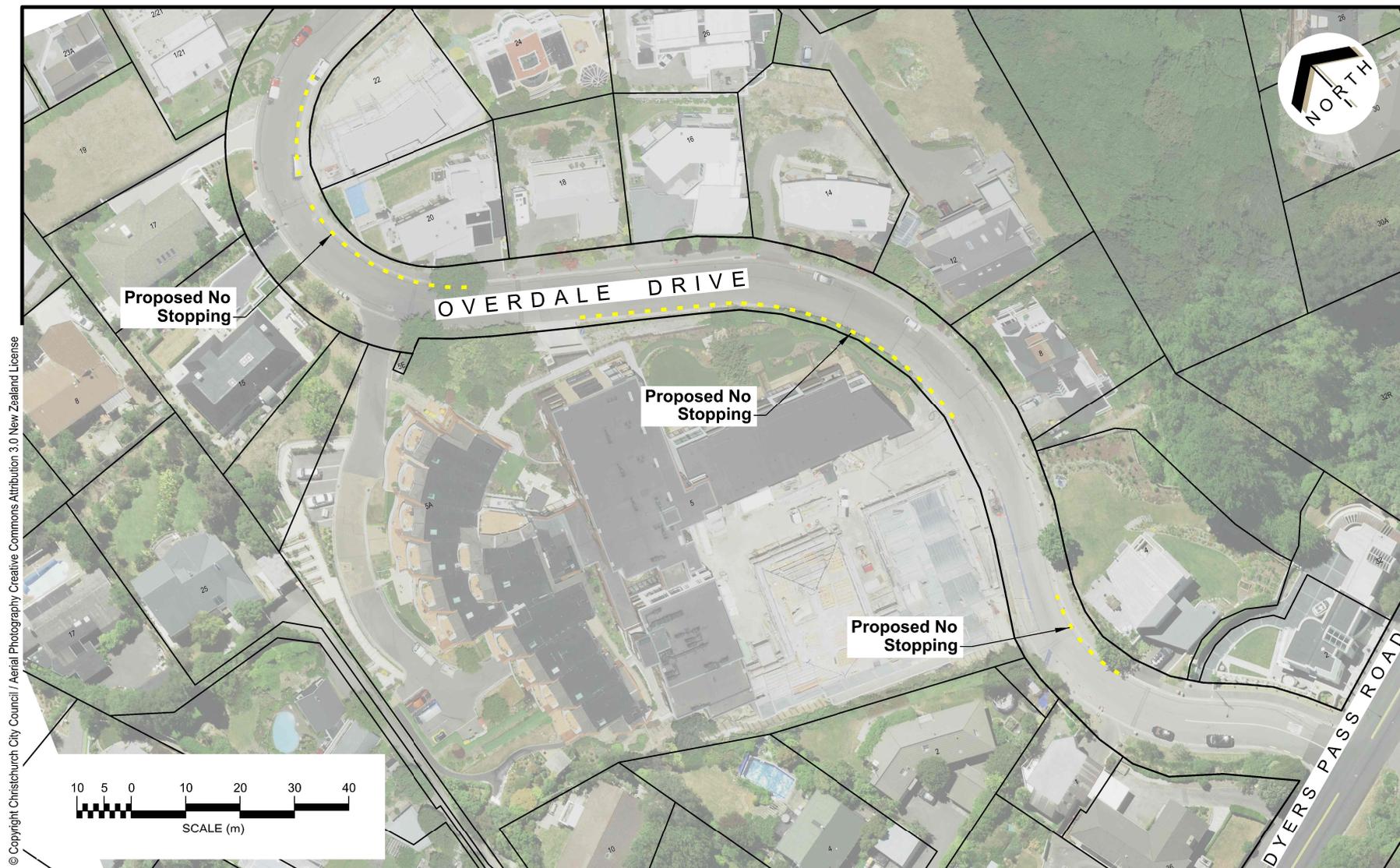
Signatories Ngā Kaiwaitohu

Author	Toni Dakers - Traffic Engineer
Approved By	Gemma Dioni - Acting Team Leader Traffic Operations/Principal Advisor Stephen Wright - Manager Operations (Transport)



Overdale Drive
Proposed No Stopping Restrictions
For Community Board Approval

Original Plan Size: A4
Drawn: JEP Issue 1 11/04/2025
Designed: TD Drawing: TG146837b
Approved: -- Project:



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Overdale Drive
Proposed No Stopping Restrictions
Original Consultation Plan - October 2023

Attachment B

Original Plan Size: A4
Drawn: JEP Issue 1 02/10/2023
Designed: TD Drawing: TG146837
Approved: GD Project:

11. 166-168 Rose Street - Proposed No Stopping Restrictions

Reference Te Tohutoro: 25/919652

Responsible Officer(s) Te Pou Matua: Toni Dakers, Traffic Engineer

Accountable ELT Member Pouwhakarae: Brent Smith, General Manager City Infrastructure

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 For the Waihoru Spreydon-Cashmere-Heathcote Community Board to approve the installation of no stopping restrictions between 166-168 Rose Street.
- 1.2 This report has been written in response to a request from an adjacent property owner to address concerns around parked vehicles blocking visibility for drivers exiting the property. This is specifically a concern during peak school periods when a high number of pedestrians from Cashmere High School cross in this immediate area.

2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the 166-168 Rose Street - Proposed No Stopping Restrictions Report.
2. Notes that the decision in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Revokes any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the parking or stopping restrictions described in resolution 4 below.
4. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the stopping of vehicles be prohibited at any time on the south side of Rose Street, commencing at a point 210 metres west of its intersection with Barrington Street, and extending in a westerly direction for a distance of 13 metres, as detailed on Attachment A.
5. Approves that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in this staff report are in place (or removed in the case of revocations).

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 No stopping restrictions are proposed to be marked outside 166 to 168 Rose Street to address concerns about parked vehicles obstructing the visibility of pedestrians crossing in this area as well as through traffic during busy periods.
- 3.2 The proposal has also been extended to include the small gap outside 168 Rose Street, which is too small to accommodate a parked vehicle while still providing the required one metre clearance to the driveway.
- 3.3 The recommended option is to install no stopping restrictions in accordance with Attachment A.

4. Background/Context Te Horopaki

- 4.1 No stopping restrictions are generally only supported to be marked for residential driveways where there is a site-specific safety concern that differentiates it from other driveways in the immediate area.
- 4.2 In this case the main driver for proposing these restrictions is the concern regarding visibility to students crossing Rose Street for drivers exiting properties. One of the main access points to Cashmere High School is located around 20 metres to the northeast of this location. During peak arrival / departure times high numbers of pedestrians are observed to cross in this immediate area, including around the driveway of this property. There is also an increase in traffic with students arriving or leaving school.
- 4.3 The driveway is also located immediately northeast of a bus stop, which also results in students congregating when waiting or exiting the bus.
- 4.4 A search of the NZ Transport Agency Crash Analysis System has been undertaken. There have been no crashes reported on Rose Street within 100 metres of these driveways within the last five years. The proposal is recommended to reduce the risk of a crash by improving sight lines for exiting vehicles.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.5 The following reasonably practicable options were considered and are assessed in this report:
 - 4.5.1 Mark no stopping restrictions in accordance with Attachment A.
 - 4.5.2 Do Nothing.

Options Descriptions Ngā Kōwhiringa

- 4.6 **Preferred Option:** Mark no stopping restrictions in accordance with Attachment A.
 - 4.6.1 **Option Advantages**
 - Addresses the safety concerns raised by the resident around visibility to pedestrians and through traffic.
 - 4.6.2 **Option Disadvantages**
 - Removes one on-street parking space outside 166 Rose Street.
 - Cost to implement.
- 4.7 **Alternative Option:** Do Nothing
 - The advantages and disadvantages of this option are the opposite to those described for the recommended option above.

5. Financial Implications Ngā Hiraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option	Option 2 – Do Nothing
Cost to Implement:	- Approximately \$80 for line marking	- n/a
Capital	- \$750 for staff time (reporting and investigation)	- \$750 for staff time (reporting and investigation)
Operational		
Maintenance/Ongoing Costs	Will be added to and covered by the area maintenance contract	n/a
Funding Source	Traffic Operations Team Operational budget	n/a

Funding Availability	Funding available	n/a
Impact on Rates	Negligible	n/a

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

6.1 None identified

Legal Considerations Ngā Hiraunga ā-Ture

6.2 Statutory and/or delegated authority to undertake proposals in the report:

6.2.1 Part 1, Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides Council with the authority to install parking or stopping restrictions by resolution.

6.2.2 The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Delegations Register. The list of delegations for the Community Boards includes the resolution of stopping and traffic control devices.

6.2.3 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

6.3 Other Legal Implications:

6.3.1 There is no other legal context, issue, or implication relevant to this decision.

6.3.2 This specific report has not been reviewed and approved by the Legal Services Unit however the report has been written using a general approach previously approved of by the Legal Services Unit, and the recommendations are consistent with the policy and legislative framework outlined in this report.

Strategy and Policy Considerations Te Whai Kaupapa here

6.4 The required decision:

6.4.1 Aligns with the [Christchurch City Council's Strategic Framework](#).

6.4.2 The recommendations in this report are consistent with the Christchurch Suburban Parking Policy.

6.4.3 The decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.

6.5 The community engagement and consultation outlined in this report reflect the assessment.

6.6 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):

6.7 Transport

6.7.1 Activity: Transport

- Level of Service: 10.0.6.2 Reduce the number of death and serious injury crashes on the local road network - Five year rolling average <100 crashes per year

Community Impacts and Views Ngā Mariu ā-Hāpori

6.8 Affected property owners and residents were advised of the recommended option by letter. Four letters were delivered by letter drop or post. An email was sent to the school for feedback.

- 6.9 The resident who raised the original concern was supportive of the proposal. No further feedback was received.
- 6.10 The Team Leader Parking Compliance supports the preferred option.
- 6.11 The decision affects the following wards/Community Board areas:
 - 6.11.1 Cashmere Ward
 - 6.11.2 Waihoru Spreydon-Cashmere-Heathcote Community Board.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.12 The decision does not involve a significant decision concerning ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture and traditions.
- 6.13 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.14 The proposal is unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 If approved staff will arrange for the markings to be installed.

Attachments Ngā Tāpirihanga

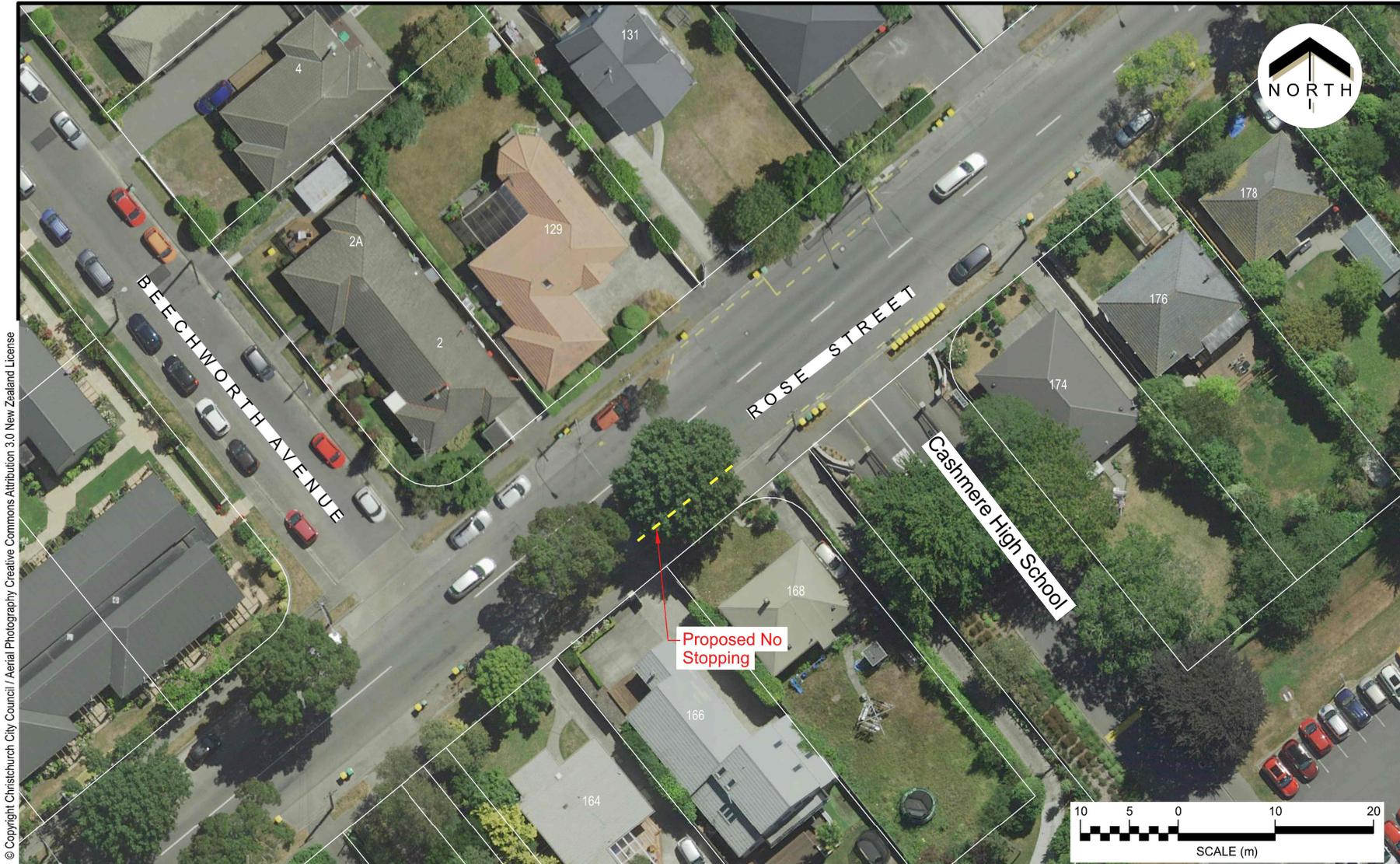
No.	Title	Reference	Page
A 	Site Plan - 166-168 Rose Street Proposed No Stopping Restrictions	25/991670	53

In addition to the attached documents, the following background information is available:

Document Name - Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Toni Dakers - Traffic Engineer
Approved By	Gemma Dioni - Acting Team Leader Traffic Operations/Principal Advisor Stephen Wright - Manager Operations (Transport)



Christchurch
City Council

166-168 Rose Street
Proposed No Stopping Restriction
For Community Board Approval

Original Plan Size: A4
Drawn: VMI Issue 1 11/03/2025
Designed: TD Drawing: TG150156
Approved: LB Project:

12. Kenilworth Street - Proposed No Stopping Restrictions

Reference Te Tohutoro: 25/940193

Responsible Officer(s) Te Pou Matua: Toni Dakers, Traffic Engineer

Accountable ELT Member Pouwhakarae: Brent Smith, General Manager City Infrastructure

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 For the Waihoru-Spreydon-Cashmere-Heathcote Community Board to approve the installation of no stopping restrictions between 2-4 Kenilworth Street.
- 1.2 This report has been written in response to a request from an adjacent property owner to address ongoing issues with parked vehicles obstructing driveway access and impeding through traffic on this section of road.
- 1.3 The recommended option is to install no stopping restrictions in accordance with Attachment A.

2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Kenilworth Street - Proposed No Stopping Restrictions Report.
2. Notes that the decision in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Revokes any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the parking or stopping restrictions described in resolution 4 below.
4. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the stopping of vehicles be prohibited at any time on the northwest side of Kenilworth Street, commencing at its intersection with Clarence Street South and extending in a southwest direction for a distance of 28.5 metres, as detailed on Attachment A.
5. Approves that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in this staff report are in place (or removed in the case of revocations).

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 Concerns have been raised by a resident of Kenilworth Street about ongoing issues with parked vehicles obstructing driveway access. This is specifically an issue when vehicles are parked in the gap between 2-4 Kenilworth Street, which is insufficient to accommodate a parked vehicle while still providing the required one metre clearance to the driveway.
- 3.2 Vehicles parking in this location also obstruct access for through traffic due to the narrow road width. No stopping restrictions are proposed to ensure this space is kept clear and provide consistency with the rest of Kenilworth Street.
- 3.3 The recommended option is to install No Stopping restrictions in accordance with Attachment A.

4. Background/Context Te Horopaki

- 4.1 Kenilworth Street is a no exit residential road and is approximately 6.5 metres wide.
- 4.2 No stopping restrictions are marked on at least one side of Kenilworth Street over the majority of its length. This provides clearance for manoeuvring to/from driveways and maintains access for through traffic.
- 4.3 There are currently no parking restrictions marked outside 2-4 Kenilworth Street. This leaves a gap of approximately four metres between the driveways of 2 and 4 Kenilworth Street where vehicles are often observed to park during busy periods. This is insufficient to accommodate a legally parked vehicle while still providing the required one metre of clearance to the driveways.
- 4.4 Kerbside parking is available on the opposite (southeast) side of the road, which is often fully occupied. There are high parking demands in this immediate area associated with residential properties and nearby business activity.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.5 The following reasonably practicable options were considered and are assessed in this report:
 - 4.5.1 Mark no stopping restrictions in accordance with Attachment A.
 - 4.5.2 Do Nothing.

Options Descriptions Ngā Kōwhiringa

- 4.6 **Preferred Option:** Mark no stopping restrictions in accordance with Attachment A.
 - 4.6.1 **Option Advantages**
 - Addresses the concerns raised about parked vehicles obstructing property access.
 - Ensures access for through vehicles is maintained on the approach to the intersection.
 - Provides consistency with the rest of Kenilworth Street.
 - 4.6.2 **Option Disadvantages**
 - Cost to implement
- 4.7 **Alternative Option** – Do nothing
 - 4.7.1 **Option Advantages and disadvantages**
 - The advantages and disadvantages of this option are the opposite to those described for the recommended option above.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option	Do Nothing
Cost to Implement: Capital Operational	- Approximately \$160 for line marking - \$750 for staff time (reporting and investigation)	n/a - \$750 for staff time (reporting and investigation)
Maintenance/Ongoing Costs	Will be added to and covered by the area maintenance contract	n/a
Funding Source	Traffic Operations Team Operational budget	n/a

Funding Availability	Funding available	n/a
Impact on Rates	Negligible	n/a

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

6.1 None identified.

Legal Considerations Ngā Hiraunga ā-Ture

6.2 Statutory and/or delegated authority to undertake proposals in the report:

6.2.1 Part 1, Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides Council with the authority to install parking or stopping restrictions by resolution.

6.2.2 The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Delegations Register. The list of delegations for the Community Boards includes the resolution of stopping and traffic control devices.

6.2.3 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

6.3 Other Legal Implications:

6.3.1 There is no other legal context, issue, or implication relevant to this decision.

6.3.2 This specific report has not been reviewed and approved by the Legal Services Unit however the report has been written using a general approach previously approved of by the Legal Services Unit, and the recommendations are consistent with the policy and legislative framework outlined in this report.

Strategy and Policy Considerations Te Whai Kaupapa here

6.4 The required decision:

6.4.1 Aligns with the [Christchurch City Council's Strategic Framework](#).

6.4.2 The recommendations in this report are consistent with the Christchurch Suburban Parking Policy.

6.4.3 The decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.

6.5 The community engagement and consultation outlined in this report reflect the assessment.

6.6 This report does not support the [Council's Long Term Plan \(2024 - 2034\)](#).

Community Impacts and Views Ngā Mariu ā-Hāpori

6.7 Affected property owners and residents were advised of the recommended option by letter. A total of seven letters were delivered by letter drop and post.

6.8 The resident who raised the original concern was supportive of the proposal. No further feedback was received.

6.9 The Team Leader Parking Compliance supports the preferred option.

6.10 The decision affects the following wards/Community Board areas:

6.10.1 Spreydon Ward

6.10.2 Waihoru Spreydon-Cashmere-Heathcote Community Board

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.11 The decision does not involve a significant decision concerning ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture and traditions.
- 6.12 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.13 The proposal is unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 If approved staff will arrange for the markings to be installed.

Attachments Ngā Tāpirihanga

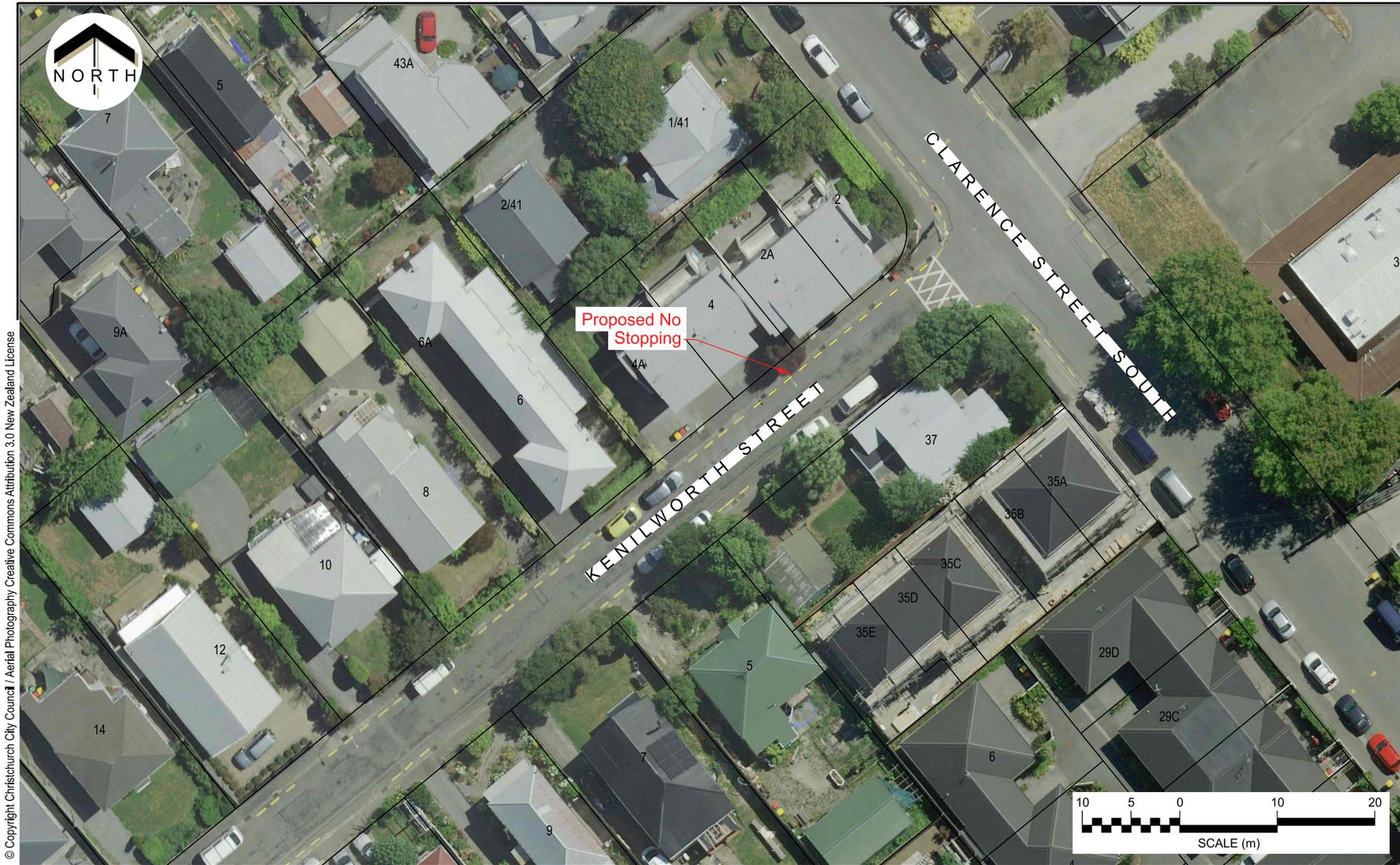
No.	Title	Reference	Page
A  	Site Plan - Kenilworth Street Proposed No Stopping Restrictions	25/982989	59

In addition to the attached documents, the following background information is available:

Document Name - Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Toni Dakers - Traffic Engineer
Approved By	Gemma Dioni - Acting Team Leader Traffic Operations/Principal Advisor Stephen Wright - Manager Operations (Transport)



Christchurch
City Council

2-4 Kenilworth Street
Proposed No Stopping Restrictions
For Community Board Approval

Original Plan Size: A4
Drawn: VMI Issue 1 20/05/2025
Designed: TD Drawing: TG150190
Approved: LB Project:

13. Fifield Terrace - Proposed No Stopping Restrictions

Reference Te Tohutoro: 25/947139

Responsible Officer(s) Te Pou Matua: Toni Dakers, Traffic Engineer

Accountable ELT Member Pouwhakarae: Brent Smith, General Manager City Infrastructure

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 For the Waihoru Spreydon-Cashmere-Heathcote Community Board to approve the installation of no stopping restrictions on Fifield Terrace to prevent parked vehicles from obstructing access to the cycle and pedestrian paths.
- 1.2 This report has been written in response to a concern raised by a member of the public about ongoing issues with vehicles parking over the access points to the off-road paths at the southern end of Fifield Terrace.
- 1.3 The recommended option is to install no stopping restrictions in accordance with Attachment A.

2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Fifield Terrace - Proposed No Stopping Restrictions Report.
2. Notes that the decision in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Revokes any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the parking or stopping restrictions described in resolution 4 below.
4. Approves, pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the stopping of vehicles be prohibited at any time at the southern end of Fifield Terrace, as detailed on **Attachment A** to this report (Fifield Terrace Proposed No Stopping Restrictions, TG150176, dated 20/05/2025).
5. Approves that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in this staff report are in place (or removed in the case of revocations).

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 Safety concerns have been raised about parked vehicles obstructing access to the off-road paths at the southern end of Fifield Terrace.
- 3.2 No stopping restrictions are proposed to extend over the kerb cutdowns that access the two off-road paths. The markings have been extended to cover the short sections of adjoining kerb where the gaps are too small to legally accommodate a parked vehicle, as well as the connecting driveways.
- 3.3 The recommended option is to install no stopping restrictions in accordance with Attachment A.

4. Background/Context Te Horopaki

- 4.1 The southern end of Fifield Terrace (south of Beckford Road) is a no exit section of road accessing Hansen Park, Rudolf Steiner School, local businesses and residential properties. Two cycle/pedestrian paths access from the cul-de-sac, one entering the park and one connecting through to Ombersley Terrace. Both paths have kerb cutdowns for transition onto the road.
- 4.2 There is a highly variable parking demand in the area, with high demands observed during peak arrival and departure times for the school. At times vehicles are observed to park over the cutdowns, which impedes access for cyclists and pedestrians accessing the off-road paths.
- 4.3 There are short sections of kerb between the path cutdowns and adjoining driveways that are too small to accommodate a parked vehicle while still providing the required one metre of clearance to the driveway. No stopping restrictions are proposed to ensure these areas are kept clear.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.4 The following reasonably practicable options were considered and are assessed in this report:
 - 4.4.1 Mark no stopping restrictions in accordance with Attachment A.
 - 4.4.2 Do nothing.

Options Descriptions Ngā Kōwhiringa

- 4.5 **Preferred Option:** Mark no stopping restrictions in accordance with Attachment A.

4.5.1 Option Advantages

- Addresses the concerns raised about access being obstructed for pedestrians /cyclists using the off-road paths.
- Clearly defines areas where parking is prohibited to ensure that these areas are kept clear during busy times.

4.5.2 Option Disadvantages

- Cost to implement.

- 4.6 **Alternative Option:** Do nothing

- The advantages / disadvantage of this option are the opposite to those described for the recommended option above.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option	Do Nothing
Cost to Implement:	- Approximately \$180 for line marking	n/a
Capital	- \$750 for staff time (reporting and investigation)	- \$750 for staff time (reporting and investigation)
Operational		
Maintenance/Ongoing Costs	Will be added to and covered by the area maintenance contract	n/a
Funding Source	Traffic Operations Team Operational budget	n/a
Funding Availability	Funding available	n/a
Impact on Rates	Negligible	n/a

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

6.1 None identified.

Legal Considerations Ngā Hiraunga ā-Ture

6.2 Statutory and/or delegated authority to undertake proposals in the report:

6.2.1 Part 1, Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides Council with the authority to install parking or stopping restrictions by resolution.

6.2.2 The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Delegations Register. The list of delegations for the Community Boards includes the resolution of stopping and traffic control devices.

6.2.3 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

6.3 Other Legal Implications:

6.3.1 There is no other legal context, issue, or implication relevant to this decision.

6.3.2 This specific report has not been reviewed and approved by the Legal Services Unit however the report has been written using a general approach previously approved of by the Legal Services Unit, and the recommendations are consistent with the policy and legislative framework outlined in this report.

Strategy and Policy Considerations Te Whai Kaupapa here

6.4 The required decision:

6.4.1 Aligns with the [Christchurch City Council's Strategic Framework](#).

6.4.2 The recommendations in this report are consistent with the Christchurch Suburban Parking Policy.

6.4.3 The decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.

6.5 The community engagement and consultation outlined in this report reflect the assessment.

6.6 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):

6.7 Transport

6.7.1 Activity: Transport

- Level of Service: 10.5.2 Improve the perception (resident satisfaction) that Christchurch is a cycling friendly city - >=67%

Community Impacts and Views Ngā Mariu ā-Hāpori

6.8 Affected property owners, residents and businesses were advised of the recommended option by letter. Four letters were delivered by letter drop or post. An email was also sent to Rudolf Steiner School.

6.9 The member of the public who raised the original concern was supportive of the proposal. No further feedback was received.

6.10 The Team Leader Parking Compliance supports the preferred option.

6.11 The decision affects the following wards/Community Board areas:

6.11.1 Heathcote Ward

6.11.2 Waihoru Spreydon-Cashmere-Heathcote Community Board.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

6.12 The decision does not involve a significant decision concerning ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture and traditions.

6.13 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

6.16 The proposal is unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.

7. Next Steps Ngā Mahinga ā-muri

7.1 If approved, staff will arrange for the markings to be installed.

Attachments Ngā Tāpirihanga

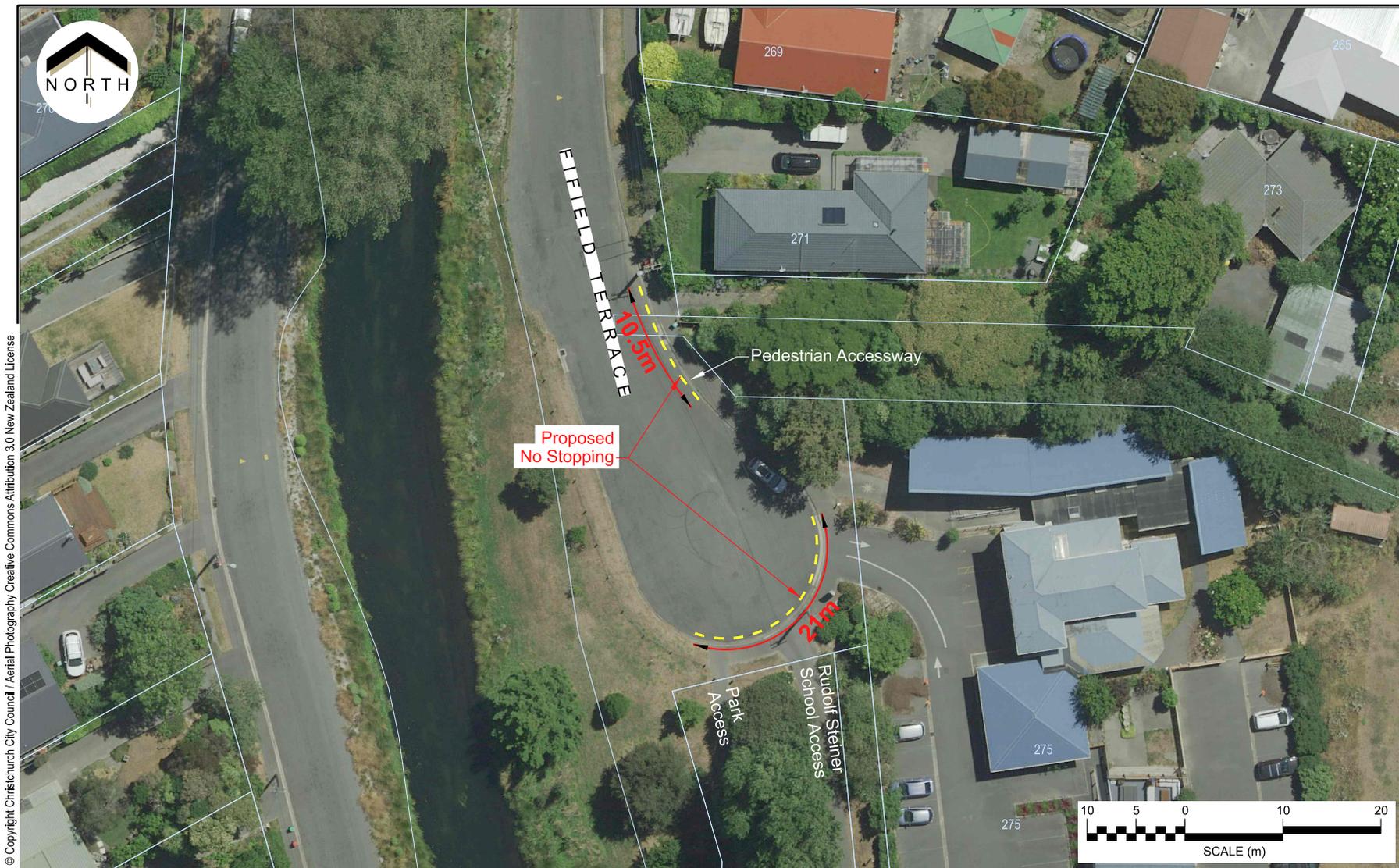
No.	Title	Reference	Page
A 	Site Plan - Fifield Terrace Proposed No Stopping Restrictions	25/983827	65

In addition to the attached documents, the following background information is available:

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Toni Dakers - Traffic Engineer
Approved By	Gemma Dioni - Acting Team Leader Traffic Operations/Principal Advisor Stephen Wright - Manager Operations (Transport)



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Fifield Terrace
Proposed No Stopping Restrictions
For Community Board Approval

Original Plan Size: A4
Drawn: VMI Issue 1 20/05/2025
Designed: TD Drawing: TG150176
Approved: LB Project:

14. Waihoru Spreydon-Cashmere-Heathcote 2024-25 Discretionary Response Fund Cashmere Residents Emergency Response Team, Rowley Community Centre, Addington Workshop Brass Band

Reference Te Tohutoro: 25/956471

Responsible Officer(s) Te Heather Davies, Community Development Advisor
Pou Matua: Shanelle Temaru-Ilalio, Community Development Advisor
Menime Ah Kam-Sherlock, Community Recreation Advisor

Accountable ELT Andrew Rutledge, General Manager Citizens and Community
Member Pouwhakarae:

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waihoru Spreydon-Cashmere-Heathcote Community Board to consider an application for funding from its 2024-25 Discretionary Response Fund from the organisation listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
DRF24/25_026_SCH	Cashmere Residents Emergency Support Team (CREST)	Improve communication and equipment for emergency response.	\$719	\$719
DRF24/25_034_SCH	Addington Workshop Brass Band Inc	Purchase of Instruments	\$5,000	\$5,000
DRF24/25_023_SCH	Rowley Community Centre	Volunteer Recognition	\$1,200	\$1,200
DRF24/25_027_SCH	St Peter's Indoor Bowling Club	Indoor Bowls Facility Hire	\$665	\$665

- 1.2 There is currently a balance of \$46,240 remaining in the fund.

2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Waihoru Spreydon-Cashmere-Heathcote 2024-25 Discretionary Response Fund Cashmere Residents Emergency Response Team, Rowley Community Centre, Addington Workshop Brass Band Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves a grant of \$719 from its 2024/25 Discretionary Response Fund to Cashmere Residents Emergency Response Team to purchase a two-way radio set and two chemical toilets plus necessary chemicals project.
4. Approves a grant of \$5,000 from its 2024/25 Discretionary Response Fund to Addington Workshop Brass Band Inc towards the purchase of new instruments.

5. Approves a grant of \$1,200 from its 2024/25 Discretionary Response Fund to Rowley Community Centre towards Volunteer Recognition.
6. Approves a grant of \$665 from its 2024/25 Discretionary Response Fund to St Peter's Indoor Bowling Club towards Facility Hire.

3. Key Points Ngā Take Matua

Strategic Alignment Te Rautaki Tīaroaro

- 3.1 The recommendations above are aligned with the Council's Strategic Framework and in particular the strategic priority of Building trust and confidence.
- 3.2 The recommendations are consistent with the Strengthening Communities Together Strategy.

Decision Making Authority Te Mana Whakatau

- 3.3 The Community Board has the delegated authority to determine the allocation of the Discretionary Response Fund for each community.
 - 3.3.1 Allocations must be consistent with any Council-adopted policies, standards or criteria.
 - 3.3.2 The Fund does not cover:
 - Legal or environmental court challenges against the Council, Council Controlled Organisations, or Community Board decisions.
 - Projects or initiatives that change the scope of a Council project or lead to ongoing operational costs to the Council (though Community Boards can recommend to the Council that it consider a grant for this purpose).

Assessment of Significance and Engagement Te Aromatawai Whakahirahira

- 3.4 The decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
- 3.5 The significance level was determined by the number of people affected and/or with an interest.
- 3.6 Due to the assessment of low significance, no further community engagement and consultation is required.

Discussion Kōrerorero

- 3.7 At the time of writing, the balance of the 2024/25 Discretionary Response Fund is:

Total Budget 2024/25	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$126,010	\$79,770	\$46,240	\$38,656

- 3.8 Based on the current Discretionary Response Fund criteria, the applications above are eligible for funding.
- 3.9 The attached Decision Matrix provides detailed information for the applications. This includes organisational details, project details, financial information, and a staff assessment.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Discretionary Response Fund 2024/25 Decision Matrix CREST Emergency Preparadness Equipment Project	25/967204	70
B  	Discretionary Response Fund 2024/25 Decision Matrix Addington Workshop Brass Band Inc - Instrument Purchase	25/1024867	71
C  	Discretionary Response Fund 2024/25 Decision Matrix Rowley Community Centre - Volunteer Recognition	25/1024864	72
D  	Discretionary Response Fund 2024/25 Decision Matrix St Peters Bowling Club - Indoor Bowls Facility Hire	25/1026029	73

Signatories Ngā Kaiwaitohu

Authors	Heather Davies - Community Development Advisor Nime Ah Kam-Sherlock - Community Recreation Advisor Shanelle Temaru-Ilalio - Community Development Advisor
Approved By	Jess Garrett - Manager Community Governance, Spreydon-Cashmere-Heathcote

2024/25 WAIHORU SPREYDON-CASHMERE-HEATHCOTE DISCRETIONARY RESPONSE FUND DECISION MATRIX

Organisation Name	Project	Request Budget	Staff Recommendation	Priority
<p>Cashmere Residents' Emergency Support Team (CREST)</p> <p>Application Number: DRF24/25_032_SCH</p> <p>Physical address 2 Macmillan Ave, Cashmere</p> <p>Funding History (past three years) 2024/25 - \$290 - St John 3 Steps for Life Community Education Session - SCH OTGF 2021/22 - \$836 - Communication Project - DRF SC</p>	<p>Improve communication and equipment for emergency response.</p> <p>The purpose of this project is to: Provide two-way radio communication with coverage of the Cashmere area and with the ability to reach central Christchurch. Provide the CREST hub with two chemical toilets for use at the Hub should water and sewage systems fail.</p>	<p>Total Cost of Project: \$719</p> <p>Total Amount Requested: \$719</p> <p>Percentage of project requested: 100%</p> <p>Contribution sought towards: 2 Portable Toilets - \$294 2 Toilet Chemicals - \$86 2 Radio/Walkie Talkies - \$339</p> <p>Other sources of funding: Nil</p>	<p>\$719</p> <p>That the Waihoru Spreydon-Cashmere-Heathcote Community Board approves a grant of \$719 from its 2024/25 Discretionary Response Fund to Cashmere Residents' Emergency Support Team (CREST) towards the purchase of a two-way radio set and two chemical toilets plus necessary chemicals.</p>	<p>2</p>

CCC Strategy Alignment

Strengthening Communities Together Strategy

Outcomes that will be achieved through this project

Provide a robust alternative communication method for local area emergency response.
Provide an alternative toilet facility at the Hub if water and sewage systems fail.

Staff Assessment

Cashmere Residents Emergency Support Team (CREST) consists of residents who volunteer their time to look at how their community could respond to emergency situations caused by such things as floods, earthquakes fires and landslips. Over the last year the group have put a tremendous amount of work into putting together processes and procedures around setting up an " Emergency Hub" at Cashmere Presbyterian Church. Civil Defence Emergency Management (CDEM) have looked over these and have given their approval. CREST recently did a scenario session and practiced setting up the emergency hub. A resource gap was identified during the scenario that could compromise their ability to fulfil a key purpose of the Emergency Hub, which is to provide a venue and support for co-ordination of local resources and information for Cashmere residents (and others if required) during a local, regional or national disaster. Procedures were in place for email, phone and physical address contact when activating and running the hub. CDEM suggested that a set of two-way radios would provide an additional communication back-up and range. The radios would be available to support the community in addition to and during failure of electronic networks. The two-way radios will provide a means of communication that covers the Cashmere area and can also reach the central city. The chemical toilets would be useful in the case of water and sewage systems failure. The availability of chemical toilets would allow the hub to remain open for longer for shelter and support if water systems failed.

Rationale for staff recommendation

It's a locality-based project and the emergency hub model, processes and protocols are supported by CDEM. Meets the Community Board Plan 2023/25 priority for Community Preparedness.

2024/25 WAIHORU SPREYDON-CASHMERE-HEATHCOTE DISCRETIONARY RESPONSE FUND DECISION MATRIX

Organisation Name	Project	Request Budget	Staff Recommendation	Priority
<p>Addington Workshop Brass Band Inc</p> <p>Application Number: DRF24/25_034_SCH</p> <p>Physical address 8 Vulcan Pl, Middleton</p> <p>Funding History (past three years) N/A</p>	<p>Funding for instruments for band</p> <p>Addington Brass Band requests funding to purchase new instruments to support the growing number of participants joining.</p>	<p>Total Cost of Project: \$13,390</p> <p>Total Amount Requested: \$5,000</p> <p>Percentage of project requested: 37%</p> <p>Contribution sought towards: Cornets - \$13,390</p> <p>Other sources of funding: Nil. Applied to another funder but was declined.</p>	<p>\$5,000</p> <p>That the Waihoru Spreydon-Cashmere-Heathcote Community Board approves a grant of \$5,000 from its 2024/25 Discretionary Response Fund to Addington Workshop Brass Band Inc towards the purchase of new instruments.</p>	<p>2</p>

<p>CCC Strategy Alignment</p> <p>Strengthening Communities Together Strategy</p> <p>Outcomes that will be achieved through this project</p> <p>Increased participant numbers. Less barriers to participation for newer/learning band members who don't own instruments. Able to replace worn and old instruments.</p>	<p>Staff Assessment</p> <p>The Addington Brass Band is a long-standing community group who began in 1883.</p> <p>Over the past two years their group has expanded from two to three groups, ranging in age from 14 to 70 years. The three bands are made up of a senior band who competes competitively, a workshop band, who are an intermediate band with members working towards playing in the seniors and a training band, which offers a welcoming environment for budding musicians to develop their ensemble skills.</p> <p>With an aim to provide instruments to anyone interested in learning and experiencing the joy of playing brass music, the Addington Brass Band is seeking funding to purchase instruments to help reach their aim and reduce the barrier of access by being able to provide instruments for budding musicians to learn and practice with.</p> <p>Rationale for staff recommendation</p> <p>The purchase of instruments will reduce barriers to access for participants who do not have their own instruments. Funding supports the group to grow participation numbers in an area that is a Board Priority for Neighbourhood Building.</p>
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2024/25 WAIHORU SPREYDON-CASHMERE-HEATHCOTE DISCRETIONARY RESPONSE FUND DECISION MATRIX

Organisation Name	Project	Request Budget	Staff Recommendation	Priority
<p>Rowley Community Centre</p> <p>Application Number: DRF24/25_023_SCH</p> <p>Physical address 89 Rowley Ave, Hoon Hay</p> <p>Funding History (past three years) 2024/25 - \$40,000 - Rowley Community Centre Project & Development - SCF SCH 2023/24 - \$1,500 - Community Woodwork and Flax Weaving Project - DRF SCH 2023/24 - \$40,000 - Rowley Community Centre Project & Development - SCF SCH</p>	<p>Volunteer Recognition Volunteer recognition for those who contribute to a number of projects/events throughout the year, including recognition of Rowley Community Centre Board and Volunteers at Christmas.</p>	<p>Total Cost of Project: \$1,500 Total Amount Requested: \$1,200 Percentage of project requested: 136% Contribution sought towards: \$1,200 Other sources of funding: \$300 on hand.</p>	<p>\$1,200</p> <p>That the Waihoru Spreydon-Cashmere-Heathcote Community Board approves a grant of \$1,200 from its 2024/25 Discretionary Response Fund to Rowley Community Centre towards Volunteer Recognition.</p>	<p>2</p>

<p>CCC Strategy Alignment Strengthening Communities Together Strategy, Multicultural Strategy</p> <p>Outcomes that will be achieved through this project The Centre is dedicated to fostering community development and growth by focusing on volunteer recognition through:</p> <ul style="list-style-type: none"> >Celebration, acknowledgment, appreciation, and thanks >Training and developing volunteers >Providing a sense of belonging and purpose and building connections >Developing leadership skills <p>Volunteers, contributions are invaluable to our mission!</p>	<p>Staff Assessment The Rowley Community Centre (formerly Rowley Resource Centre) is a community hub located within the residential community making it accessible by foot for most. The Centre has a strong community development focus, supporting and providing social connections within the community. RRC delivers a wide range of services and events, for which, they have a number of local community volunteers who assist throughout the year with things such as gardening, fruit and vege co-op, network meetings, kaumatua lunches etc. Throughout the year volunteers assist with 2 x kaumatua lunches, 16 soup lunches, 26 weeks of gardening, as well as volunteers who assist regularly at the centre.</p> <p>This request for funding is costs associated with volunteer recognition for all of the volunteers that contribute throughout the year, including the Christmas lunch with the board of trustees.</p> <p>Rationale for staff recommendation Volunteers are a valuable part of the organisation who contribute countless hours to help where needed.</p>
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2024/25 WAIHORU SPREYDON-CASHMERE-HEATHCOTE DISCRETIONARY RESPONSE FUND DECISION MATRIX

Organisation Name	Project	Request Budget	Staff Recommendation	Priority
<p>St Peter's Indoor Bowling Club</p> <p>Application Number: DRF24/25_027_SCH</p> <p>Physical address Fisher Ave, Beckenham</p> <p>Funding History (past three years) 2022/23 - \$500 - Playing indoor bowls - DRF SC</p>	<p>To assist bowling club to pay the rental for hire the parish centre facilities to play indoor bowls.</p> <p>Indoor Bowls Facility Hire</p>	<p>Total Cost of Project: \$665</p> <p>Total Amount Requested: \$665</p> <p>Percentage of project requested: 100%</p> <p>Contribution sought towards: Hire of church hall - \$665</p> <p>Other sources of funding: Nil</p>	<p>\$665</p> <p>That the Waihoru Spreydon-Cashmere-Heathcote Community Board approves a grant of \$665 from its 2024/25 Discretionary Response Fund to St Peter's Indoor Bowling Club towards Facility Hire.</p>	<p>2</p>

<p>CCC Strategy Alignment</p> <p>Physical Recreation & Sport Strategy</p> <p>Outcomes that will be achieved through this project</p> <ul style="list-style-type: none"> -Members are able to play indoor bowls in a warm, comfortable facility during the winter months, promoting year-round participation in the sport. -The project fosters social interaction by bringing together individuals from the wider Beckenham area, strengthening community ties. -The club has opened its doors to all members of the community, regardless of religious affiliation, membership is inclusive and not limited to Catholics. 	<p>Staff Assessment</p> <p>St Peters Bowling Club plan to hire the parish hall facility for 17 club nights and one additional day to host bowls activities during the period from March 4, 2025, to September 30, 2025. These sessions are intended to provide a regular and structured environment for members to participate in and enjoy the game of indoor bowls.</p> <p>The club currently has a membership of 17 individuals, each contributing an annual subscription fee of \$65.00. These membership fees cover affiliation fees with Canterbury Bowls, enabling members to participate in Canterbury Championship events.</p> <p>The club is actively promoting membership and participation through the Canterbury Indoor Bowls Association network and via its own club newsletters. It maintains affiliations with both Canterbury Indoor Bowls Association and the New Zealand Bowls Association. These affiliations are essential, as they allow the club and its members to take part in interclub play and official tournaments. This not only enhances competitive opportunities but also promotes social connection and engagement with other affiliated clubs throughout the Canterbury region.</p> <p>Affiliation to these governing bodies is a vital part of the club's mission to provide meaningful and enjoyable sporting opportunities to its members, helping them to develop their skills and forge connections with the broader bowls community.</p> <p>Rationale for staff recommendation</p> <p>Funding will ensure a safe, accessible, and consistent space for these seniors to continue enjoying a sport they love, fostering friendships, combating loneliness and improving quality of life in their later years.</p> <p>The application aligns with Council's Physical Recreation and Sport Strategy.</p>
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15. Standing Orders Amendment - Notices of Motion

Reference Te Tohutoro: 25/1093593

Responsible Officer(s) Te Pou Matua: Jonathon Jones, Community Board Advisor

Accountable ELT Member Pouwhakarae: Andrew Rutledge, General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is to seek a decision from the Waihoru Spreydon-Cashmere-Heathcote Community Board to amend the Community Board's Standing Orders 22.1 and 19.3 relating to notices of motion and the timeframe required for a notice of motion to be submitted to the Chief Executive.
- 1.2 The report is staff generated to ensure that the decision-making requirements of Part 6 of the Local Government Act 2002 (the Act) are met and that there is the opportunity to provide timely information and advice to support good decision making by Community Boards.

2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Standing Orders Amendment - Notices of Motion Report.
2. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Revokes Standing Order 22.1 and 19.3, and replaces it with the following wording, in order to amend the timeframe for a notice of motion to be delivered to the Chief Executive:

a. 22.1 Notice of intended motion to be in writing

Notice of intended motions must be in writing signed by the mover, stating the meeting at which it is proposed that the intended motion be considered, and must be delivered to the Chief Executive at least **10** clear working days before such meeting, **or a shorter time at the discretion of the Chief Executive**. [Notice of an intended motion can be sent via email and include the scanned electronic signature of the mover.]

Once the motion is received and accepted by the Chief Executive, he or she must give members notice in writing of the intended notice of motion at least 2 clear working days before the date of the meeting at which it will be considered.

b. 19.3 Requirement to give notice

A member must give notice to the Chief Executive at least **10** clear working days before the meeting, **or a shorter time at the discretion of the Chief Executive**, at which it is proposed to consider the motion. The notice is to be signed by not less than one third of the members including vacancies. Notice can be sent via email and include the scanned electronic signatures of members. If the notice of motion is lost, no similar notice of motion which is substantially the same in purpose and effect may be accepted within the next six months.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 Under the Local Government Act 2002 (the Act) all local authorities are required to adopt a set of Standing Orders (schedule 7, clause 27(1)). The Act sets out in Schedule 6 the requirements for local authority planning, decision-making and accountability.
- 3.2 A notice of motion is a motion given in writing by a member in advance of a meeting in accordance with the Council's Standing Orders.
- 3.3 There are two provisions within Standing Orders relating to timeframes that a notice of motion is required to be delivered to the Chief Executive:
 - 3.3.1 Provision 22.1 states that a notice of motion must be delivered to the Chief Executive at least five clear working days before the meeting they are to be considered at.
 - 3.3.2 Provision 19.3, relating to a notice of motion where an elected member wishes to propose a revocation, states that a notice of motion must be delivered to the Chief Executive at least five working days before the meeting it is to be considered at.
- 3.4 The Chief Executive has identified that more notices of motion are being submitted and anticipates the volume could increase during an already busy period.
- 3.5 The current timeframe with five days' notice does not align with the agenda report deadlines and does not usually allow sufficient time for the matter to be reviewed or for council officer advice to be provided to ensure that it meets the requirements of the Act.
- 3.6 To address this, it is recommended that Standing Orders 22.1 and 19.3 are amended to require that a notice of motion must be delivered to the Chief Executive at least 10 clear working days before the meeting at which it is proposed to be considered.
- 3.7 The recommended amendment includes that the Chief Executive has discretion to consider and accept notices of motion submitted in a shorter timeframe where there is a statutory or legislative timing issue relative to the motion, or the matter can be dealt with sooner if sufficient information is readily available from council officers.

4. Background/Context Te Horopaki

- 4.1 Under the Act all local authorities are required to adopt a set of Standing Orders (schedule 7, clause 27(1)).
- 4.2 The Act provides that an amendment to the Council's Standing Orders requires a vote of not less than 75% of the members present at the meeting (schedule 7, clause 27(3)).
- 4.3 Council officers are reviewing the Council's current Standing Orders, to consider matters that have been raised and compiled since Standing Orders were last amended, 2025 governance guidance and model Standing Orders provided by Local Government New Zealand and good practice. Information and opportunities for input regarding this will be provided to the Council and Community Boards in coming months.
- 4.4 The Act also sets out the obligations of local authorities with regard to the making of decisions (schedule 6).
- 4.5 The timeframe relating to the submission of notices of motion is a matter that has been raised since Standing Orders were last adopted, with regard to the provision of council officer advice and compliance with the decision-making requirements of the Act.
- 4.6 The current Standing Orders for Community Boards require that a notice of motion must be delivered to the Chief Executive at least five clear working days before such meeting.

- 4.7 At its meeting on 16 April 2025, the Council amended its Standing Orders (which apply to Council and committee meetings) to require that a notice of motion must be delivered to the Chief Executive at least ten clear working days before such meeting, or a shorter time at the discretion of the Chief Executive. To ensure consistency across Council, it is preferred that Community Boards align their practice with regard to the 10 clear working day timeframe.
- 4.8 This Council term, the number of notices of motion has increased and those submitted often require detailed and complex information to be compiled at short notice to try to ensure that the decision is compliant with the Act, Council policy and requirements for decision-making.
- 4.9 It is currently a busy time for the organisation with work programmes and financial commitments set or under consideration and notices of motion can have an impact on these matters. The current five-day timeframe can cause challenges as they require staff to divert resources away from current work, in order to provide advice to ensure that decision-making requirements are met.
- 4.10 The five day working period for notices of motion to be submitted can impact on the timeframe elected members have to consider the motion, the information and advice received or for the matter and proposed motion to be visible to the public.
- 4.11 The number of notices of motion that have been submitted have increased this term. In the 2019 – 2022 term, there were a total of 15 notices of motion submitted and accepted. This term there have been 28 notices of motion submitted so far, with four submitted in the first few months of 2025. To note, these numbers do not include notices of motions that have been submitted but declined by the Chief Executive under the provisions allowed for in Standing Orders.
- 4.12 In comparison, Auckland Council advised they have a timeframe of 5 clear working days, and have received a total of five notices of motions this term. Wellington City Council's timeframe is not less than four weeks, and they have received two notices of motions this year.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.13 The following reasonably practicable options were considered and are assessed in this report:
- 4.13.1 Amend Standing Orders, clauses 22.1 and 19.3 as proposed.
- 4.13.2 Make no changes to Standing Orders.

Options Descriptions Ngā Kōwhiringa

- 4.14 **Preferred Option:** Amend Standing Orders, clause 22.1 and 19.3.

4.14.1 **Option Description:** Amend Standing Orders, section 22.1 and 19.3 so that a notice of motion must be delivered to the Chief Executive at least 10 clear working days before the meeting, or a shorter time at the discretion of the Chief Executive.

4.14.2 Option Advantages

- To ensure that any notice of motion considered by the Community Board is received with adequate time to ensure that the requirements for decision-making in the Act are met and that sufficient council officer advice can be provided.
- Manages the impact on existing workloads and work programmes for the organisation.
- Allows for advice to be provided to elected members in a timely manner and if accepted, for the proposed motion to be visible to the public on the Agenda, as opposed to requiring a Supplementary Agenda.

- Provides consistency across Council by aligning the Community Boards practise with the Council's Standing Orders (which apply to Council and committee meetings).

4.14.3 Option Disadvantages

- No disadvantages have been identified. Elected members will still have an opportunity to submit a notice of motion. The Chief Executive, will also have discretion to consider and accept notices of motion submitted outside of the 10 clear working day timeframe where there is a statutory or legislative timing issue relative to the motion, or the matter can be dealt with sooner if sufficient information is readily available from council officers.

4.15 Make no changes to Standing Orders.

4.15.1 Option Description: Make no changes to Standing Orders.

4.15.2 Option Advantages

- There is no change to the current procedure.

4.15.3 Option Disadvantages

- The Chief Executive may decline a notice of motion where the Community Board may not meet the decision-making requirements of the Act, due to having insufficient time to receive and consider officer advice regarding the matter.
- Can impact existing workloads and work programmes as staff prepare advice for the notice of motion.
- Can impact the timeframe elected members have to consider the motion, the information and council officer advice received or for the matter and proposed motion to be visible to the public.
- Is inconsistent with the Council's Standing Orders (which apply to Council and committee meetings).

Analysis Criteria Ngā Paearu Wetekina

- 4.16 To enable elected members to consider a motion it is necessary that they receive sufficient comment, information and advice to ensure that consideration and decision making meet the decision-making requirements of the Act.

5. Financial Implications Ngā Hīraunga Rauemi

- 5.1 There are no costs associated with the recommended amendment to Standing Orders.

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 The recommended decision addresses the risk of the Council not complying with the decision-making requirements of the Act. It also reduces the risk that the council officers do not have sufficient time to provide information and advice to enable elected members to consider a matter fully or the public to be aware of the matter and information or advice provided.

Legal Considerations Ngā Hīraunga ā-Ture

- 6.2 Statutory and/or delegated authority to undertake proposals in the report:

6.2.1 Community Boards are able to amend Standing Orders, the Act provides that an amendment to Standing Orders requires a vote of not less than 75% of the members present at the meeting (schedule 7, clause 27(3)).

6.3 Other Legal Implications:

6.3.1 Standing Orders must meet the requirements of the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.

Strategy and Policy Considerations Te Whai Kaupapa here

6.4 The required decision:

6.4.1 Align with the [Christchurch City Council's Strategic Framework](#).

6.4.2 Are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by nature of the amendment recommended.

6.4.3 Are consistent with Council's Plans and Policies.

6.5 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):

6.6 Governance

6.6.1 Activity: Governance and Decision Making

- Level of Service: 4.1.22 Provide services that ensure all Council, and Committee meetings are held with full statutory compliance - 98% compliance

Community Impacts and Views Ngā Mariu ā-Hāpori

6.7 The decision affects all Community Board areas.

6.8 Prior to the Council meeting of 16 April 2025, Community Board Chairs provided feedback that they preferred a ten clear working day timeframe to submit a Notice of Motion. The Council approved this timeframe for Council and committee meetings, instead of the original Officer Recommendation of 15 clear working days.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

6.9 The amendment to Standing Orders does not involve a significant decision in relation to ancestral land, a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture, and traditions.

6.10 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

6.11 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.

7. Next Steps Ngā Mahinga ā-muri

7.1 A decision amending the Community Board's Standing Orders will take immediate effect for its meetings.

Attachments Ngā Tāpirihanga

There are no attachments for this report.

In addition to the attached documents, the following background information is available:

Document Name - Location / File Link
Standing-Orders adopted 6 April 2017.pdf Local Government Act 2002 No 84 (as at 01 October 2024), Public Act Contents – New Zealand Legislation

Signatories Ngā Kaiwaitohu

Author	Jonathon Jones - Community Board Advisor
Approved By	Jess Garrett - Manager Community Governance, Spreydon-Cashmere-Heathcote John Filsell - Head of Community Support and Partnerships

16. Waihoru Spreydon-Cashmere-Heathcote Community Board Area Report - June 2025

Reference Te Tohutoro: 25/853139

Responsible Officer(s) Te Pou Matua: Jess Garrett, Community Governance Manager

Accountable ELT Member Pouwhakarae: Andrew Rutledge, General Manager Citizens and Community

1. Purpose of Origin of the Report Te Pūtake Pūrongo

- 1.1 This report provides the Board with an overview of initiatives and issues current within the Community Board area.
- 1.2 This report is staff-generated monthly.

2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Waihoru Spreydon-Cashmere-Heathcote Community Board Area Report - June 2025.

3. Community Support, Governance and Partnership Activity

3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
2025 Community Pride Garden Awards and the 2025 Edible and Sustainable Garden Awards	<p>The Board recently hosted a combined garden awards celebration at the Multicultural Recreation and Community Centre with judges from the Christchurch Beautifying Association and assessors from the Canterbury Horticultural Society along with the award recipients.</p> 	31 May 2025	Board Priority. Strengthening Communities Together Strategy.
2025 Community Service Awards	<p>Nominations opened on 7 March and closed Sunday 6 April. The Board will be considering nominations at their meeting in June 2025, with an awards ceremony in September.</p>	30 Sept 2025	Strengthening Communities Together Strategy.

			Community Board Project.
Ferrymead Pump Track	<p>In November 2023, the Community Board endorsed the proposed project to upgrade the Ferrymead Pump Track. During April and May 2025, staff worked alongside the community to develop plans, review the site area, and explore potential funding opportunities.</p> <p style="text-align: center;">Current location New Location</p> <div style="display: flex; justify-content: space-around;">   </div>	Ongoing	Strengthening Communities Together Strategy.
Walk n Talk Programme	<p>The Beckenham Walk ‘n Talk programme ran five times in May.</p> <p>Feedback from participants has been valuable in preparing the second half of the year’s programme, which will begin in mid-July.</p> 	Ongoing	Strengthening Communities Together Strategy.

3.2 Community Funding Summary

3.2.1 Community Board Discretionary Response Fund 2024/25 – as of 27 May 2025:

- Discretionary Response Fund balance for 2024/25 is \$46,240.00
- Youth Achievement and Development Fund balance is \$350.00
- The Off the Ground Fund balance is \$1,352.00
- The Shape Your Place Toolkit Fund balance is \$0.00

The 2024/25 Discretionary Response Fund Spreadsheet as of 27 May 2025 is **attached** for record purposes.

3.2.2 Youth Development Fund Applications

The following Youth Development Fund applications have been approved since the last Area Report:

Name	Event	Amount
Rachel Baker	World Orienteering Championships, Finland, and Junior Worlds, Italy	\$350
Isaac Rademaker	U19 Boys Volleyball Interprovincial Championships, Wellington	\$250
Ethan Rademaker	U19 Boys Volleyball Interprovincial Championships, Wellington	\$250

The decision matrices are **attached** for record purposes.

3.2.3 Off The Ground Fund

Report back to the Community Board:

Name | Event | Photos

CREST- Neighbourhood Support Community Information Evening.

On Tuesday 8 April about 20 people braved the wild weather to attend an engaging and informative early evening presentation by Christchurch Neighbourhood Support Area staff, hosted by the Cashmere Residents' Emergency Support Team in our Hub space at Cashmere Presbyterian Church.

Staff gave interesting and relevant examples of how and why the organisation works to help neighbourhood groups of varying sizes and needs set up and run their own support groups. They explained how the team works to support, educate and inform the community, and the acting Area Manager provided a brief overview of the organisation and their role as acting Area Manager.

A representative from Neighbourhood Support explained how they work with other agencies such as the Police, Fire and Emergency and St John to provide practical support and advice across a range of community issues and situations. A member of Christchurch South-West Community Patrol then described the related work their team does to support the Police in the area. Just being visibly present in a marked vehicle can help deter criminal or antisocial behaviour.

There were a range of resources to share and discuss over a light supper to end the evening.



3.3 Participation in and Contribution to Decision Making

3.3.1 Report back on other Activities contributing to Community Board Plan [for items not included in the above table but are included in Community Board Plan]

- The Waihoru Spreydon-Cashmere-Heathcote 2023-25 Community Board Plan was adopted by the Board at their meeting in May 2023 and can be found online [here](#).
- Progress on the Community Board Plan can be found online [here](#).

3.3.2 Council Engagement and Consultation.

- The Board provided feedback to Council on the draft Local Alcohol Policy. A copy of the Board's submission is **attached**.
- Proposed plan to make Lyttelton Street safer and more accessible for children and cyclists was open for consultation from 11 to 29 September 2024. The Board will be making a decision in July 2025.
- A proposed plan for safety and accessibility improvements on Selwyn Street was opened for consultation from 16 October to 3 November. The Board will consider the proposal in July 2025.
- A proposal to make it safer for pedestrians on Richmond Hill Road was open from 2 August to 8 September 2024. At their meeting on 14 November 2024 the Board did not make a decision; they instead requested a workshop to explore an alternate option that provides for a defined footpath and defined car parking areas. Staff are looked into this and presented to the Board at an information session on 29 May 2025.
- The Sumner community asked for consultation on the operation of the mast lights on Tuawera Cave Rock, consultation was open from 12 May until 28 May 2025. The Board will consider the feedback and staff recommendation at their meeting in July/August 2025.

3.4 Governance Advice

3.4.1 Public Forum – The Board received the following public forum presentations at its 15 May meeting:

- Local residents spoke to the Board regarding safety improvements on Selwyn Street.
- The President of Mt Pleasant Memorial Community Centre and Residents Association addressed the Board regarding traffic management issues at the community centre.
- Representatives from Canterbury Unions requested the reserve on Pilgrim Place be renamed, to recognise the Canterbury Workers' Memorial.
- Members of Grange Street Residents' Working Group spoke to the Board on issues from burst water pipes and requested the recommencement of the street renewal.

3.4.2 Deputations – The Board received the following deputations at its 15 May meeting:

- Representatives from Age Friendly Spreydon Cashmere Heathcote updated the Board on the group's work.

- The owner/manager of Learn to Surf spoke in support of Item 10 – Licence Assignment Request, Stoked Surf School Tapui Limited.
- A local resident spoke regarding Item 9 - Shelter installation at well-used bus stops across the Waihoru Spreydon-Cashmere-Heathcote Community Board area.

3.4.3 **Correspondence** – The Board received the following correspondence at its 15 May meeting:

- Parking issues on Lyttelton Street
- Parking restrictions on Richmond Hill Road
- Coastal Pathway Group and Redcliffs Residents Association wrote to the Board in relation to the newly erected no parking signs at Beachville Road.
- Purau Reserve Landscape/Development Plan
- Parking issues along Willard Street
- 19th Battalion and Armoured Regiment Guardians Committee wrote to thank the Board in relation to the ANZAC Day ceremony.

3.4.4 **Information Sessions/Workshops** – The Board received the following information sessions/workshops in May 2025:

- Richmond Hill Road Safety Improvements – options and further assessment
- Christchurch Yacht Club – Engagement Outcome and Next Steps Discussion
- Youth Development Fund Criteria
- Tsunami Readiness

3.5 **Community Development**

3.5.1 **Early-May Wet Weather:**

The Mayor declared a State of Emergency for Christchurch and Banks Peninsula at 4pm on 1 May 2025 due to the impact of the wet weather such as flooding, slips, landslide and falling trees, particularly on Banks Peninsula.

The Board Area was impacted by numerous road closures. Hendersons and Cashmere Roads were affected by the managed release of water from stormwater basins, that operated well but did reach full capacity.

Waihoru Community Governance team staff contacted local community groups to check on their welfare at the time of the weather event.

Thanks were acknowledged by the Community Board to Council staff for their efforts in response to the weather event.

4. **Advice Provided to the Community Board Ngā Kupu Tohutohu ka hoatu ki te Poari Hapori**

- 4.1 **Customer Service Request Report** – Report on open and completed tickets (requests for service) in April 2025 is **attached**.
- 4.2 **Graffiti Snapshot Report** – The monthly reports for March and April 2025 are **attached**.
- 4.3 **Attached Memos include:**
 - Overdale Drive – Update and further assessment

- Milton/Selwyn & Barrington/Frankleigh/Milton Intersections (Milton Street Corridor)
 - Wet weather update
 - Antigua Street Cycle Network (Tuam - Moorhouse) and Watermain Renewal- Contract Award
- 4.4 Further to the Memo to the Board on the Milton Street Corridor, staff provided further information, below:
- These traffic signals are at the end of their service life and need to be replaced.
 - Staff are working alongside Orion while they install an underground 66kV electricity cable at this intersection.
 - These upgrades will also allow staff to introduce a pedestrian protection arrow to make this intersection safer for pedestrians.
 - This work will commence on Wednesday 28 May 2025 and will finish in late June 2025.
 - Temporary traffic management will be in place at the Milton Street and Selwyn Street intersection.
 - Between Wednesday 28 May and Friday 6 June 2025, a road closure will be in place on Selwyn Street, south of Milton Street. This is for Orion to be able to complete their work at the intersection.
 - During this time, Milton Street, between Simeon Street and Selwyn Street will be one way travelling towards Selwyn Street.
 - A Start Work Notice will be distributed to residents and businesses around the intersection. A copy will also be sent to the Community Board.
 - Council staff will also communicate this work through social media community groups in the area, as well as providing updates on our project page: ccc.govt.nz/milton-street
- 4.5 The Engagement team provided an update on slight changes to their processes for road renewals, details below:
- Previously, a mostly 'like-for-like' road renewal would receive the same level of consultation as a roading improvement project, such as an intersection upgrade. We have historically received low levels of feedback from those few residents affected, or out of scope feedback on other street issues.*
- The letter for the Stourbridge Street renewal asks all residents for information about how the street is performing, prior to a plan being developed. It is hoped that this will result in a concept plan that more successfully resolves the resident's concerns. Once the concept is developed, we will doorknock the most affected residents and ensure we understand their views and update our plan as required. This plan will then be shared with key stakeholders including those who provided feedback, ahead of a Community Board decision. Our aim is to engage the wider community at a time when they can have more influence and then engage more meaningfully with the most affected residents.*
- The early engagement for Stourbridge Street will begin tomorrow (2 May) and run until 18 May. The flyer will be letterbox dropped to all residents and an email to stakeholders will also be sent out tomorrow. Meetings with the businesses along the street are also being coordinated.*
- 4.6 Staff provided an update of the Whaka Terrace retaining wall works and the recent damage sustained from the weather event of 30 April – 1 May, noting that they are assessing the full extent of the damage, potential remedial solutions and their additional precautions.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	2024/25 Discretionary Response Fund Spreadsheet as of 27 May 2025	25/1041832	88
B  	Decision Matrix - YDF Rachel Baker	25/1041833	89
C  	Decision Matrix - YDF Isaac Rademaker	25/1041834	90
D  	Decision Matrix - YDF Ethan Rademaker	25/1041835	91
E  	Waihoru Community Board Submission - draft Local Alcohol Policy	25/1041836	92
F  	Customer Service Request Report - April 2025	25/853140	95
G  	Graffiti Snapshot Report - March 2025	25/1045913	96
H  	Graffiti Snapshot Report - April 2025	25/1045916	98
I  	Memo - Overdale Drive - Update and further assessment	25/697816	100
J  	Memo - Milton/Selwyn & Barrington/Frankleigh/Milton Intersections	25/956056	102
K  	Memo - Wet Weather Update	25/825997	104
L  	Memo - Antigua Street Cycle Network (Tuam - Moorhouse) and Watermain Renewal - Contract Award	25/1046205	106

Signatories Ngā Kaiwaitohu

Authors	Jane Walders - Support Officer Nime Ah Kam-Sherlock - Community Recreation Advisor Heather Davies - Community Development Advisor Jonathon Jones - Community Board Advisor Shanelle Temaru-Ilalio - Community Development Advisor
Approved By	Jess Garrett - Manager Community Governance, Spreydon-Cashmere-Heathcote Matthew McLintock - Manager Community Governance Team John Filsell - Head of Community Support and Partnerships

	Allocation 2024-25	Board Approval
Waihoru Spreydon-Cashmere-Heathcote Discretionary Response Fund	Amounts	
Carry forward unspent Discretionary Response Fund	\$26,885.00	
Carry forward unspent 2023-24 Discretionary Response Fund	\$9,779.00	
Total 2024-25 Discretionary Response Fund from 2024-25 SCF	\$89,346.00	01/08/24
TOTAL 2024-25 DISCRETIONARY RESPONSE FUND	\$126,010.00	
Shape Your Place Toolkit - carry forward	\$2,000.00	
Youth Development Fund	\$7,000.00	01/08/24
Off the Ground Fund	\$3,000.00	01/08/24
Board Project - Hoon Hay Fiesta	\$4,500.00	01/08/24
Communicating with the Community	\$3,500.00	01/08/24
Summer with Your Neighbours	\$4,000.00	01/08/24
Board Project - Waltham Fair	\$3,500.00	01/08/24
Board Project - Community Board Awards	\$8,000.00	01/08/24
Beckenham Neighbourhood Association, Newsletter Drop	\$211.00	11/07/24
Christchurch South Community Patrol, 30-year celebrations	\$1,400.00	11/07/24
Heathcote Valley Mountain Biking, aggregate and screened soils	\$1,250.00	12/09/24
Sumner Bays Union Trust, Community Christmas Carols	\$1,330.00	12/09/24
Cashmere High School Board of Trustees, National Readers Cup Challenge 2024	\$500.00	12/09/24
Heathcote Community Sports Club Inc, sports equipment	\$2,500.00	14/11/24
Cracraft Residents' Association Inc, printing community quarterly newsletters	\$700.00	14/11/24
Bronwen Summers, South Christchurch Library Knitting Group for venue hire	\$1,275.00	14/11/24
Neighbours Day Aotearoa Charitable Trust, salary/wages for a Waltham Community Connector	\$9,500.00	12/12/24
Youth and Cultural Development, House of Hoops event and four pool parties at Pioneer Pool	\$10,000.00	12/12/24
Addington Farm, soil testing at Addington Park	\$1,104.00	12/12/24
Heathcote Valley Community Association, printing community quarterly newsletters	\$4,000.00	13/03/25
The Yarns Men, The Art of a Good Yarn Workshop Project	\$5,000.00	10/04/25
Christchurch South Community Garden Trust, Website upgrades	\$5,000.00	15/05/25
Mt Pleasant Memorial Community Centre and Residents Association, Community newsletter	\$500.00	15/05/25
Discretionary Response Fund Balance	\$46,240.00	

Youth Development Fund	\$7,000.00	Approved
Isabella Faingaanuku, Netball NZ U18 Championships in Dunedin	\$150.00	11/07/24
Poppy Wyndham, U19 World Rowing Championships, Canada	\$350.00	14/08/24
Jonah Cropp, 2024 World U20 Athletics Championships, Peru	\$350.00	14/08/24
Kiera Marie Hall, 2024 World U20 Athletics Championships, Peru	\$350.00	14/08/24
Jett Fidow, Queensland Legal Carnival in Brisbane, Australia	\$350.00	29/08/24
Ali Fa'avae-Mika, Queensland Legal Carnival in Brisbane, Australia	\$350.00	29/08/24
Fynn Harrington, Future Black Sticks Hockey Squad Training Camp, Hamilton	\$250.00	03/09/24
Isabella Day, U14 Classic Hoop Nations Basketball Tournament, Tauranga	\$250.00	03/09/24
Emily Cropp, Moana Oceania Soil Judging Competition 2024, Rotorua	\$200.00	24/10/24
Nicolae Didenco, National Youth Brass Band	\$150.00	14/11/24
Converse Tahere, Softball New Zealand National Championship, Hutt Valley	\$150.00	11/12/24
Jack Yarham, Softball New Zealand National Championship, Hutt Valley	\$150.00	11/12/24
Khonnah Vanilau, IPC beach volleyball competition, Tauranga	\$250.00	11/12/24
Mary Hunter, Irish Dancing World Championships, Dublin	\$350.00	11/12/24
Bonnie Hopkinson, New Zealand School of Dance Associates Programme 2025	\$250.00	20/01/25
Phoebe Mills, Spirit of Adventure Discovery Voyage	\$200.00	28/02/25
Zoe Meeten, Future Problem Solving World Championships 2025, USA	\$350.00	11/03/25
Luca Rose, Canoe Polo Oceania 2025 Championships, Australia	\$300.00	12/03/25
Katie Chinn, IFSC Youth World Championships, Finland	\$350.00	08/04/25
Sophia Cook, IFSC Youth World Championships, Finland	\$350.00	08/04/25
Helena Pirnea, Future Problem Solving World Championships 2025, USA	\$350.00	08/04/25
Rachel Baker, 2025 World Orienteering Championships, Finland, and Junior Worlds, Italy	\$350.00	02/05/25
Isaac Rademaker, U19 Boys Volleyball Interprovincial Championships, Wellington	\$250.00	02/05/25
Ethan Rademaker, U19 Boys Volleyball Interprovincial Championships, Wellington	\$250.00	02/05/25
Youth Development Fund Balance - Available for allocation	\$350.00	

Off The Ground Fund	\$3,000.00	Approved
CREST for St John 3-steps for Life Community Education Session	\$290.00	21/08/24
Manuka Cottage Addington Community House Inc., Resources to paint a mural in Addington	\$300.00	02/09/24
Somerfield Community Centre, Celebrate Somerfield - 28 September 2024	\$300.00	03/09/24
William Le Heux, Resources to paint a second mural in Addington	\$300.00	21/11/24
Jeffrey Cotton, ANZAC Day Diorama Event and Advertising Costs	\$300.00	10/03/25
CREST - Neighbourhood Support Information Session	\$158.00	04/04/25
Off The Ground Fund Balance - Available for allocation	\$1,352.00	

Shape Your Place Toolkit Fund	\$2,000.00	Approved
The Yarns Men, The Art of a Good Yarn Workshop Project	\$2,000.00	10/04/25
Shape Your Place Toolkit Fund Balance - Available for allocation	\$0.00	

Waihoru Spreydon-Cashmere-Heathcote Youth Development Fund

Application ID	00068624
Applicant	Rachel Baker
Age	18
School	Student at the University of Canterbury
Ward	Cashmere
Purpose	Representing New Zealand at the World Orienteering Championships in Finland, 7-12 July 2025 and the Junior World Orienteering Championships, held in Italy, June 26 – July 3, 2025
Dates	26 June – 3 July and 7-12 July, 2025
Total Cost	\$7,642.00
Amount Requested	\$1,000.00
Funding Other	<ul style="list-style-type: none"> • Sausage Sizzle - \$140 • Lead organiser of a trail running series in the Porthills in May (Trailbalze King & Queen of the Crater) • Providing the University of Canterbury my lecture notes to support students at UC with learning considerations - \$70 a week. • Univeristy of Canterbury Individual Grant - \$1000 received
Staff Recommendation	That the Waihoru Spreydon-Cashmere-Heathcote Community Board approves a grant of \$350.00 from its 2024-25 Youth Development Fund to Rachel Baker towards costs associated with travel, excluding food for the Junior World Orienteering Championships, 2025 and World Orienteering Championships, 2025.
Summary	<p>Rachel Baker, aged 18, has been involved in orienteering since childhood and currently trains daily competing with the Christchurch Orienteering Club and the South Island Regional Training Group.</p> <p>Rachel competed internationally in orienteering for the last 3 years and represented New Zealand at the Junior World Orienteering Championships (JWOC) in 2022, 2023 and 2024. This is the highest level of competition possible in Junior Orienteering (under 21 years old).</p> <p>Rachel has again been selected to represent New Zealand at the JWOC held in Italy, June 26 – July 3, 2025. Furthermore, she has also been selected to represent New Zealand at the World Orienteering Championships in Kuopio, Finland, 7-12 July 2025.</p> <p>Currently a first-year Aerospace Engineering student at the University of Canterbury. Rachel's future goals include placing Top 20 at JWOC in 2025 and Top 6 in 2026, with long-term ambitions to secure top placements for New Zealand in the senior world competition.</p>

Approved by the Board via email	Date: 2 May 2025
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Waihoru Spreydon-Cashmere-Heathcote Youth Development Fund

Application ID	00068620
Applicant	Isaac Rademaker
Age	17
School	N/A
Ward	Cashmere
Purpose	Representing Canterbury U19 Boys Volleyball team at the Interprovincial Championships, held in Wellington
Dates	May 31 - June 2, 2025
Total Cost	\$944.00
Amount Requested	\$700.00
Funding Other	Nil at this stage
Staff Recommendation	That the Waihoru Spreydon-Cashmere-Heathcote Community Board approves a grant of \$250.00 from its 2024-25 Youth Development Fund to Isaac Rademaker towards costs associated with travel, excluding food for the annual Inter-Provincial Championships held in Wellington May 31 - June 2.
Summary	<p>Isaac Rademaker, 17 years of age, has been selected for the U19 Boys Annual Inter-Provincial Championships (IPC) Representative Team for Canterbury. He has represented Canterbury in volleyball for the past three years in the U17 and U19 grades, also in the Annual Inter-Provincial Championships (IPC) held in the North Island and currently a member of the New Zealand Junior Boys Development Squad.</p> <p>Isaac was the Senior A Volleyball teams captain for three years, completing Year 13 in 2024.</p> <p>Outside of playing volleyball, Isaac is an assistant coach for the Cashmere High Senior A Boys and helps coach junior players through Canterbury Volleyball in schools and at Pioneer Stadium.</p> <p>Isaac's goal is to continue training and developing with the aim of one day making the Volley Blacks, New Zealand's national team.</p>

Approved by the Board via email	Date: 2 May 2025
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Waihoru Spreydon-Cashmere-Heathcote Youth Development Fund

Application ID	00068621
Applicant	Ethan Rademaker
Age	17
School	Student at the University of Canterbury
Ward	Cashmere
Purpose	Representing Canterbury U19 Boys Volleyball team at the Interprovincial Championships, held in Wellington
Dates	May 31 - June 2, 2025
Total Cost	\$944.00
Amount Requested	\$700.00
Funding Other	Nil at this stage
Staff Recommendation	That the Waihoru Spreydon-Cashmere-Heathcote Community Board approves a grant of \$250.00 from its 2024-25 Youth Development Fund to Ethan Rademaker towards costs associated with travel, excluding food for the annual Inter-Provincial Championships held in Wellington May 31 - June 2, 2025.
Summary	<p>Ethan Rademaker, 17 years of age, has been selected in the Canterbury U19 Boys team that will compete at the annual Inter-Provincial Championships held in Wellington May 31 - June 2, 2025.</p> <p>This year marks Ethans third time representing Canterbury in volleyball at the U17 and U19 levels.</p> <p>Ethan suffered a serious injury in February 2024, breaking both his tibia and fibula during a volleyball game. After missing all tournaments last year, he has worked hard on his recovery and is grateful to have earned a place back on the Canterbury team this year 2025.</p> <p>Ethan is currently studying a Bachelor of Sport at the University of Canterbury. He also supports Canterbury Volleyball through coaching, floor controlling, and assisting the volleyball team at Cashmere High.</p>

Approved by the Board via email	Date: 2 May 2025
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16 May 2025

03 941 8999

Claire Fletcher
Engagement Advisor
Christchurch City Council
letstalk@ccc.govt.nz

Multicultural Recreation and Community
Centre, 455 Hagley Avenue, Christchurch 8011

ccc.govt.nz

Kia ora

Submission on Draft Local Alcohol Policy

The Waihoru Spreydon-Cashmere-Heathcote Community Board appreciates the opportunity to submit feedback on the Christchurch City Council's Draft Local Alcohol Policy (LAP) and thanks staff for their work on the draft policy.

The Board's vision is to ensure our communities are engaged, safe, and connected, with a strong focus on the well-being of our residents. As a statutory body, our role is to advocate for the interests of the community (Local Government Act 2002, section 52).

This submission builds on feedback the Board submitted during the early engagement process in March 2025. The Board held a Community Workshop on 27 February 2025 that helped to inform that feedback.

The Board supports the development of a Draft LAP and submits the following specific points:

Policy 1: Reduce trading hours for all off licences to 9pm daily

The Board supports the reduction of off-licence trading hours to 9pm daily. The Board supports this policy applying to all off licence venues, including supermarkets as this will ensure a level playing field amongst retailers. The Board supports a maximum time of 9pm daily as a lever to minimise alcohol-related harm in the community.

Policy 2: Place a freeze on new off-licences in high deprivation areas

The Board supports a freeze on new off-licences in high deprivation areas. The Board acknowledges the proliferation of off-licence retailers in high-deprivation areas and the in alcohol related harm to those in the community.

The Board acknowledges clause 6.4 of the Draft LAP attempts to deal with situation where a licence could be sought close to a high deprivation area. However, the Board believes there should be greater flexibility to identify specific areas which the community determine should have alcohol restrictions, but do not fall within the derivation or sensitive site definitions.

Policy 3: Restrict new bottle stores near sensitive sites

The Board supports a restriction on new bottle stores near sensitive sites that include addiction treatment/rehabilitation, primary and secondary schools. This policy will support the community by reducing the exposure of young and vulnerable people to the advertising and availability of alcohol.

Concerns about the application of policies 2 and 3 across the Waihoru Spreydon-Cashmere-Heathcote Community Board area



The Board has considered the geographical application of policies 2 and 3 across the Board's area. The Board has identified a specific area that the Board considers should be included as restricted despite not falling within areas defined by deprivation of sensitive sites. The area is from Lincoln Road stretching from the intersection at Moorhouse Avenue to Clarence Street South (refer map).

The Board would like to speak to this submission.

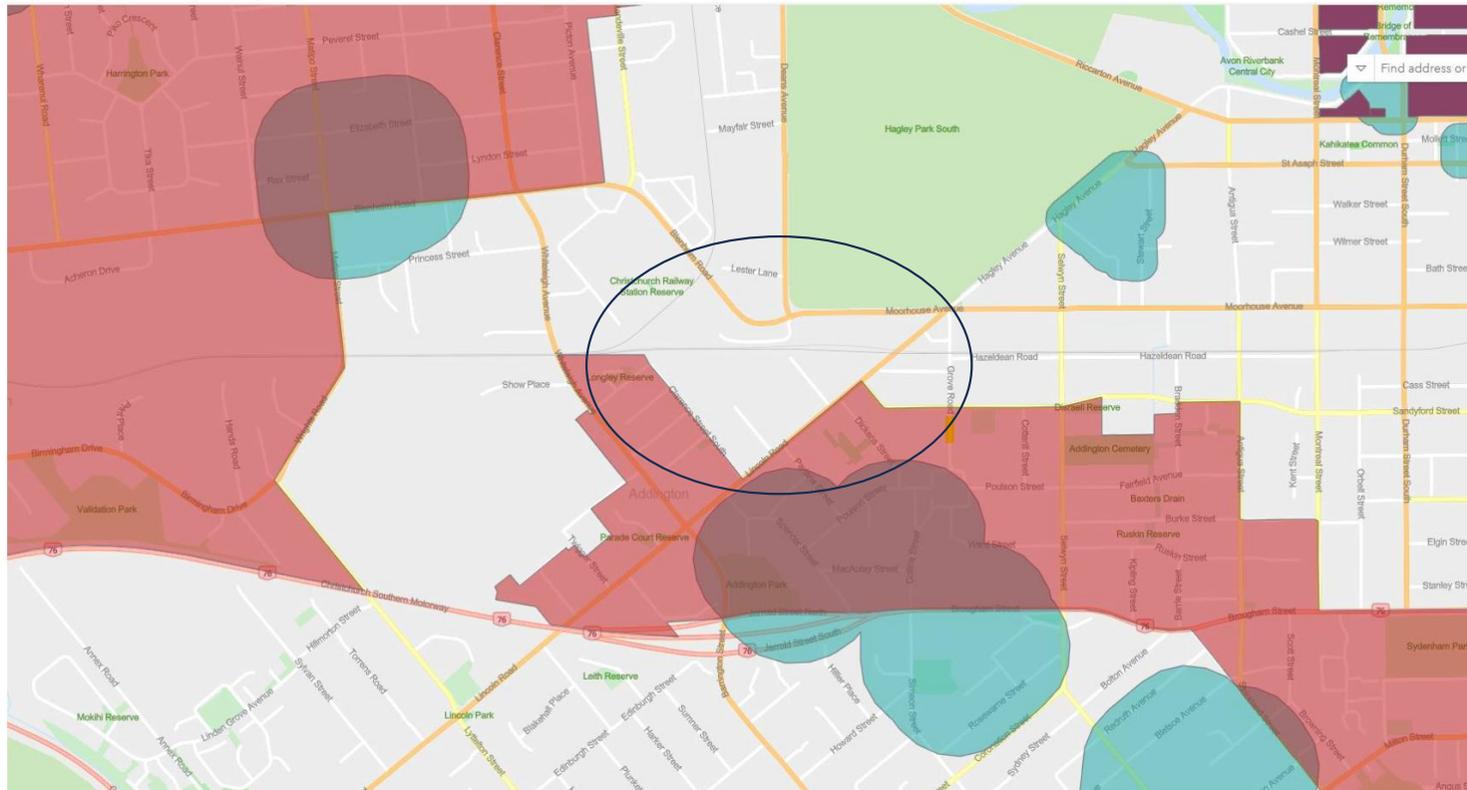
Your sincerely



Callum Ward
Chairperson
Waihoru Spreydon-Cashmere-Heathcote Community Board
Christchurch City Council



Lincoln Road to Clarence Street South
Area within circle



[Letter reference number or info](#)
Page 3 of 3

Ticket Report

01 04 2025 - 26 04 2025

Filter by Ward

Spreydon-Cashmere-Heathcote

Filter by month

2025 (Year) + April (Month)

2999

Reported Tickets last month

94.06%

Resolved within SLA

Status as of Report Date

Closed/Resolved

61.75%

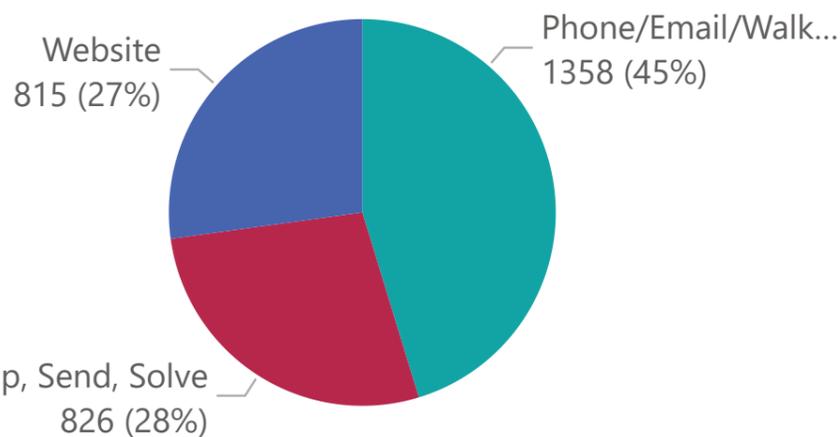
Open

35.81%

Programmed Work

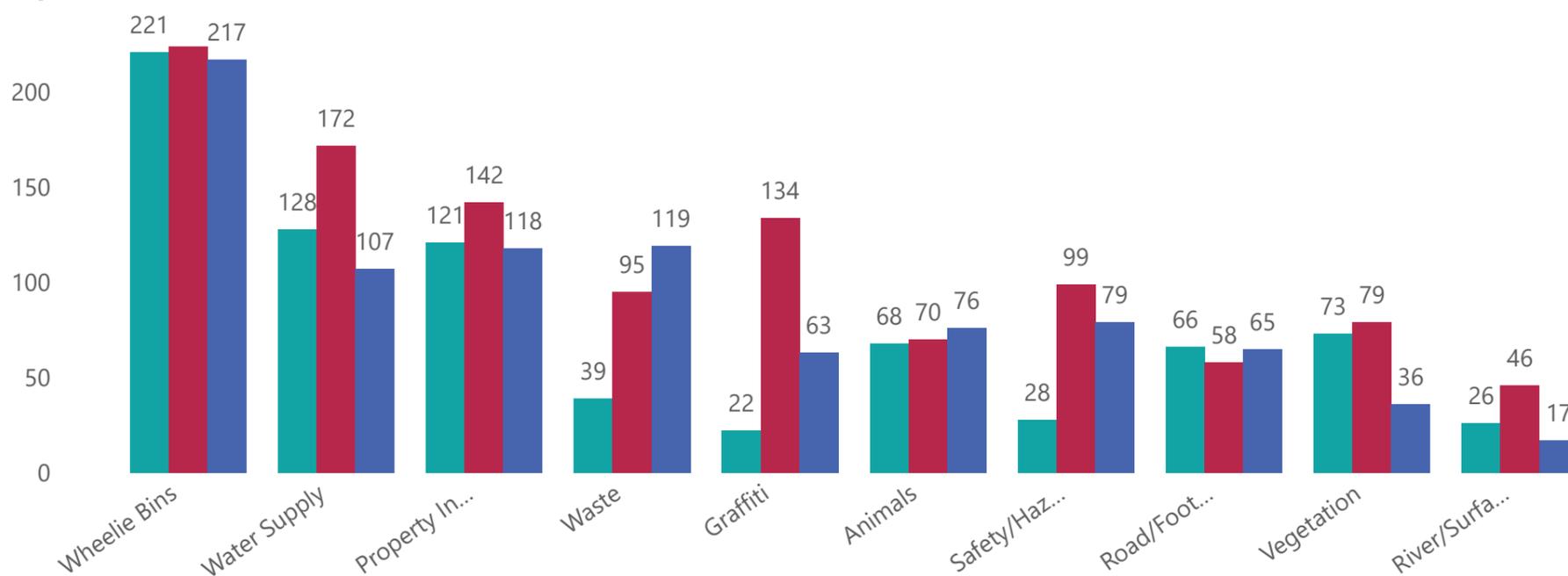
2.43%

Channels



Top 10 Incident Categories

Cashmere Heathcote Spreydon



Top 10 Object Categories

# Tickets	ObjectCategory	+/- Previous Month
300	Damaged Bin	-49
258	Water Leak	-66
224	Litter	-143
191	Bin Not Collected	-14
155	Residential Property Files	-44
152	Graffiti - Fence, building or structure	-56
101	Residential LIM	-32
97	Trees	-84
90	Dog Registration	37
79	Blockage/Water Not Draining	-29
79	Missing Bin	0

Report date:
01 May 2025

GRAFFITI SNAPSHOT March 2025

Ward and Suburb Insights



Ward Reporting

These statistics exclude non - CCC utility cabinets and include graffiti incidents that may have been reported more than once

% of Reports made by
Volunteers



Ward Removal

Graffiti removed

Ward	March 2025	February 2025	% Monthly Change
Central	727	830	-12%
Heathcote	233	389	-40%
Coastal	187	138	36%
Linwood	118	162	-27%
Spreydon	82	134	-39%
Riccarton	65	187	-65%
Burwood	49	72	-32%
Fendalton	46	79	-42%
Innes	44	97	-55%
Cashmere	43	43	0%
Papanui	39	40	-3%
Banks Peninsula	27	59	-54%
Halswell	25	30	-17%
Hornby	24	57	-58%
Harewood	18	34	-47%
Waimairi	11	11	0%
Unknown	2		
Total	1740	2362	-26%

Ward	Graffiti cleaned mtrs2 March 2025	Graffiti cleaned mtrs2 February 2025
Central	1161	1399
Heathcote	492	972
Coastal	451	254
Harewood	82	45
Linwood	248	241
Innes	115	95
Riccarton	48	133
Burwood	63	77
Spreydon	178	105
Fendalton	67	60
Banks Peninsula	47	47
Halswell	14	34
Hornby	63	70
Cashmere	16	22
Papanui	53	33
Waimairi	18	13
Total	3116	3596

Reporting Hot Spots

Streets/Locations with the most reported graffiti
(Excluding non - CCC Utility cabinets)

Suburb	Reports made - March 2025	Reports made - February 2025
Central City	541	644
Sydenham	121	218
New Brighton	114	75
Linwood	100	88
Addington	68	119
Woolston	59	94
Waltham	47	56
Phillipstown	45	30
St Albans	42	83
South New Brighton	42	34
Opawa	29	53
Lytelton	29	63
Papanui	26	29
Fendalton	26	25
Upper Riccarton	25	28
Richmond	24	42
Riccarton	23	113
Wainoni	20	23
Hornby	19	43
Bromley	19	14
Spreydon	18	41

Removal Hot Spots

Locations with the most graffiti removed (m2)

Street	Cleaned graffiti m2
Colombo Street	23
St Asaph Street	21
Ferry Road	20
South New Brighton Park	17
Tuam Street	16
Riccarton Road	16
Avon Corridor 1 RRZ Land	13
Rawhiti Domain	11
Cathedral Square, Worcester to Colombo	11
Oxford Terrace, Colombo to Manchester	10
New Brighton Beach Developed	10
Gloucester Street	10
Victoria Square	9
Hagley Park South	9
Cathedral Square	9
Beverley Park	8
Hereford Street	7
Gloucester Street, Barbadoes to Fitzgerald	7
Brighton Mall, Brighton to Union	7
Avonside Drive, Hanmer to Stanmore	7
Avon Riverbank Central City	7
Worcester Street, Fitzgerald to Stanmore	6
Worcester Street	6
Washington Way Reserve	6
Validation Park	6
Te Karoro Karoro Reserve	6

GRAFFITI SNAPSHOT March 2025

Further Insights

Snap Send Solve Insights

	March	April	% Change
Orion	430	381	13%
Chorus	82	97	-15%
Enable	76	35	117%
One NZ	38	33	15%
Spark	11	11	0%
NZ Post	5	5	0%
Rockgas	4	6	-33%
2 Degrees	0	0	0%
Kiwi Rail	6	6	0%
NZTA	8	6	33%

These are the reports that have been sent directly to the utility owner from Graffiti Programme volunteers and members of the public

Police Graffiti Statistics

Top Suburbs (more than 10 Occurrences):

Row Labels	Count
CHRISTCHURCH CENTRAL	175
SYDENHAM	40
WALTHAM	23
LINWOOD	17
ADDINGTON	15
SPREYDON	14
NEW BRIGHTON	13
PAPANUI	12
WOOLSTON	11
REDWOOD	11
LYTTELTON	11
BROMLEY	10

Monthly Draw Winner:



Police Apprehensions

Type Codes	2022	2023	2024	2025	Grand Total
5134 - WILFUL DAMAGE - GRAFFITI SEC 11	63	65	124	54	306
5135 - GRAFFITI SEC. 11A	103	76	50	14	243
5136 - POSSESSION OF GRAFFITI IMPLEMENTS	13	7	2	2	24
Grand Total	179	148	176	70	573

GRAFFITI SNAPSHOT April 2025

Ward and Suburb Insights



Ward Reporting

These statistics exclude non-CCC utility cabinets and include graffiti incidents that may have been reported more than once

% of Reports made by
Volunteers



Ward Removal

Graffiti removed

Ward	April 2025	March 2025	% Monthly Change
Central	674	727	-7%
Heathcote	180	233	-23%
Coastal	144	187	-23%
Linwood	71	118	-40%
Spreydon	65	82	-21%
Riccarton	54	65	-17%
Burwood	22	49	-55%
Fendalton	56	46	22%
Innes	57	44	30%
Cashmere	26	43	-40%
Papanui	28	39	-28%
Banks Peninsula	12	27	-56%
Halswell	50	25	100%
Hornby	24	24	0%
Harewood	25	18	39%
Waimairi	19	11	73%
Unknown	3	2	50%
Total	1510	1740	-13%

Ward	Graffiti cleaned mtrs2 April 2025	Graffiti cleaned mtrs2 March 2025
Central	1235	1161
Heathcote	445	492
Coastal	396	451
Harewood	196	82
Linwood	146	248
Innes	102	115
Riccarton	71	48
Burwood	60	63
Spreydon	56	178
Fendalton	54	67
Banks Peninsula	28	47
Halswell	26	14
Hornby	25	63
Cashmere	21	16
Papanui	21	53
Waimairi	16	18
Total	2895	3116

Reporting Hot Spots

Streets/Locations with the most reported graffiti
(Excluding non- CCC Utility cabinets)

Suburb	Reports made - April 2025	Reports made - March 2025
Central City	484	541
Sydenham	105	121
New Brighton	91	114
Linwood	82	100
Addington	40	68
Woolston	30	59
Waltham	59	47
Phillipstown	54	45
St Albans	52	42
South New Brighton	20	42
Opawa	27	29
Lytelton	12	29
Papanui	18	26
Fendalton	15	26
Upper Riccarton	20	25
Richmond	22	24
Riccarton	2	23
Wainoni	6	20
Hornby	21	19
Bromley	14	19
Spreydon	9	18

Removal Hot Spots

Locations with the most graffiti removed (m2)

Street	Cleaned graffiti m2
Bishopdale Park	154
Oxford Terrace, Colombo to Manchester	112
Queen Elizabeth II Park	110
Avon Riverbank Central City	89
Settlers Crescent	77
Rauora Park	71
Cathedral Square	55
Rawhiti Domain	46
St Asaph Street \ Phillips Street, Phillipstown	42
Spit Reserve	41
Wilsons Road North, Opawa to Mowbray	41
Victoria Square	38
Kennaway Road, Chapmans to Dalziel	36
Colombo Street \ Kilmore Street, Central City	36
Brighton Mall, Brighton to Union	35
Raymond Road, Bromley to End	32
Hills Road, Queenswood to End	30
Gasson Street, Byron to Carlyle	30
Main North Road to Christchurch Northern Arterial	30
Brighton Mall, Marine to Brighton	29
Colombo Street	28
Cathedral Square, Worcester to Colombo	28
St Asaph Street	27
Wilsons Road North \ Shakespeare Road, Waltham	25
St Albans Park	25
Ensors Road, Brougham to Sullivan	25

GRAFFITI SNAPSHOT April 2025

Further Insights

Snap Send Solve Insights

	March	April	% Change
Orion	430	354	-18%
Chorus	82	56	-32%
Enable	76	56	-26%
One NZ	38	33	-13%
Spark	11	13	18
NZ Post	5	1	-80%
Rockgas	4	5	25
2 Degrees	0	8	N/A
Kiwi Rail	6	8	33
NZTA	8	11	38

These are the reports that have been sent directly to the utility owner from Graffiti Programme volunteers and members of the public

Monthly Draw Winner:



Latest artwork

Artist Lydia Perez has brought 'life' to a fire sprinkler system shed located on 130 Montreal St. Her recently completed mural design "A Fun idea" is sure to engage conversations for all.



Memos



Memo

Date: May 2025
From: Toni Dakers, Traffic Engineer
To: Jonathon Jones, Community Board Advisor
Cc:
Reference: 25/697816

Overdale Drive - Update and further assessment

1. Purpose of this Memo Te take o tēnei Pānui

- 1.1 The purpose of this memo is to update the Waihoru Spreydon-Cashmere-Heathcote Community Board on further action regarding Overdale Drive following the approval of no stopping restrictions on 15 February 2024 ([Agenda, Item 8](#)).
- 1.2 The memo responds to the following outstanding actions from the meeting ([Minutes, Item 8](#)):
 - 1.2.1 *Requests that staff monitor the installation of the no stopping restrictions for twelve months and report back to the Board with the results.*
 - 1.2.2 *Requests that staff investigate the option of installation of a right turn lane at the intersection of Dyers Pass Road onto Overdale Drive and report back to the Board.*
- 1.3 The information in this memo is not confidential and can be made public.

2. Update He Pānui

No Stopping Restrictions

- 2.1 Staff have received multiple requests over the last two months (seven as of 10 April 2025) from residents of Overdale Drive to reconsider the length of the no stopping restrictions on the corner outside 4 Overdale Drive. Specifically, requesting for these to be extended to the driveway, removing one on-street parking space.
- 2.2 The recommended option within the 2024 report proposed to retain a gap of 11 metres (two parks) between the driveway of 4 Overdale Drive and the end of the proposed parking restrictions. At the meeting the Community Board approved the no stopping restrictions to be extended by six metres, reducing this to one on-street parking space.
- 2.3 Staff originally supported retaining parking on the basis that it is a slow speed environment, has a highly variable parking demand, and visibility being available between two approaching vehicles at the point where they are required to manoeuvre around a parked vehicle.
- 2.4 However, based on comments received over the last year, this remains a concern for residents.
- 2.5 Further assessment has therefore been undertaken. While drivers are required to slow and check the way is clear, the angle and profile of the road limits visibility, relying on both drivers to slow to almost a full stop to ensure it is safe to proceed. In practise this is not considered to be suitable for the ongoing operation of this road and does not account for drivers who may be unfamiliar with the road or travelling at a slightly higher speed.

Memos



- 2.6 No crashes have been reported on Overdale Drive within the last ten years based on a search of the NZ Transport Agency Crash Analysis System, however staff have received ongoing reports of near misses from residents of this street.
- 2.7 In response to ongoing concerns and further site assessments a proposal will be developed to extend the no stopping restrictions to the driveway, removing one on-street car park.
- 2.8 Staff will reconsult with the immediately affected property owner and bring the report to the Community Board for a decision at the next available meeting.

Right Turn Bay

- 2.9 The feasibility of marking a right turn bay for drivers waiting to turn right from Dyers Pass Road into Overdale Drive has been investigated.
- 2.10 Dyers Pass Road is around 8.6 metres wide at its intersection with Overdale Drive. Comprising a southbound (uphill) traffic lane of around 4.6 metres and northbound (downhill) traffic lane of around 4 metres. This width is insufficient to accommodate two through lanes and a right turn bay while still providing sufficient space for drivers exiting Overdale Drive to turn left without crossing the centreline, particularly larger vehicles.
- 2.11 The approach sight distance has been assessed to ensure drivers traveling uphill on Dyers Pass Road can see a vehicle waiting in the traffic lane and stop if needed. A clear sight distance of approximately 90 metres is available, exceeding the industry guidance of 55 metres for a road with a 50km/h operating speed.
- 2.12 A search of the NZ Transport Agency Crash Analysis System has been undertaken. Two injury crashes have been reported at the Overdale Drive / Dyers Pass Road intersection within the last ten years. Both occurred in 2018, one was a head on crash, the other a loss of control crash. Neither crash involved a collision with a vehicle waiting to turn right.
- 2.13 Based on the above, a dedicated right turn bay is not currently supported or warranted at this time. This is likely to require isolated road widening which is not a priority for funding compared to other higher risk sites and intersections throughout the city. The current layout is consistent with all other side road intersections on this section of road.

3. Conclusion Whakakapinga

- 3.1 Staff will consult on a new proposal to extend the no stopping restrictions to the driveway of 4 Overdale Drive, resulting in the removal of one car park.
- 3.2 It is not feasible to accommodate a right turn bay within the existing space on Dyers Pass Road, and localised road widening would be required. A dedicated right turn bay is not a priority for funding at this time.

Attachments Ngā Tāpirihanga

There are no attachments to this memo.

Signatories Ngā Kaiwaitohu

Author	Toni Dakers - Traffic Engineer
Approved By	Gemma Dioni - Acting Team Leader Traffic Operations/Principal Advisor Stephen Wright - Manager Operations (Transport)

Memos



Memo

Date: 16 May 2025
From: Gemma Dioni, Acting Team Leader Traffic Operations/Principal Advisor
To: Waihoru Spreydon-Cashmere-Heathcote Community Board
Cc:
Reference: 25/956056

Milton/Selwyn & Barrington/Frankleigh/Milton Intersections

1. Purpose of this Memo Te take o tēnei Pānui

- 1.1 To provide information to the Waihoru Spreydon-Cashmere-Heathcote Community Board on two upcoming traffic signal re-cabing projects.
- 1.2 The information in this memo is not confidential and can be made public.

2. Update He Pānui

- 2.1 Orion are installing a new underground 66kv power cable between the Milton Street substation and the Halswell substation on Sparks Road to strengthen their electricity network.
- 2.2 Their contractor, Isaac Construction, have substantial traffic management in place currently to deliver the work safely. This will be replicated along the corridor as they work out from the Milton Street substation to Halswell.
- 2.3 Staff have identified an opportunity to upgrade the traffic signals and cabling at the Milton/Selwyn intersection and the Milton/Barrington Intersection, while traffic management is in place, to reduce costs for Council in the future. The works are to occur in June at the Milton/Selwyn Intersection and in July at the Barrington/Frankleigh/Milton intersection. The works will occur concurrently and not impact on the delivery timeframes for the Orion project. Some additional Traffic Management may be required to ensure the works can be delivered safely, and this is currently being worked through with Orion and Isaac Construction. An update will be provided to the Community Board closer to the starting date.
- 2.4 Upgrading the traffic signals and cabling at the Milton/Selwyn intersection, will also allow staff to introduce pedestrian protection (red arrow displays to hold back turning traffic while pedestrians are using the crossings) at the intersection to improve safety for children travelling to and from Christchurch South Karamata Intermediate School. There is no further phasing changes proposed at these intersections.
- 2.5 Kerb cutdowns will be amended to align with new pole locations and road markings, which in turn will provide increased separation between crossings.
- 2.6 It is understood that a report will be presented to the Community Board in July as part of the CRAF Programme, with some road marking changes for the Milton/Selwyn intersection. In reviewing the intersection layout, Traffic Operations have identified some further road marking changes that could be included to improve the intersection for people cycling. Staff

Memos



will work to ensure these are also included in the report for the Community Board to consider. These will not be marked until a decision has been made.

- 2.7 Residents will be informed of the works occurring. The CCC Communication Team will work alongside the Communication Team at Orion and Isaac Construction to ensure residents are aware of the impacts on their journeys.

3. Conclusion Whakakapinga

- 3.1 Staff have identified an opportunity to deliver essential upgrades to two traffic signal-controlled intersections on the Milton Street corridor while Orion are installing the 66kv power cable.
- 3.2 An update will be provided to the Community Board closer to the start date.

Attachments Ngā Tāpirihanga

There are no attachments to this memo.

Signatories Ngā Kaiwaitohu

Author	Gemma Dioni - Acting Team Leader Traffic Operations/Principal Advisor
Approved By	Stephen Wright - Manager Operations (Transport)

Memos



Memo

Date: 29 April 2025
From: Gavin Hutchison, Head of Three Waters
To: Mayor and councillors, all community boards
Cc: ELT
Reference: 25/825997

Wet weather update

1. Purpose of this Memo Te take o tēnei Pānui

- 1.1 This memo provides an update on what the Council is doing to prepare for upcoming wet weather.
- 1.2 The information in this memo is not confidential and can be made public.

2. Update He Pānui

- 2.1 A long period (around 48 hours) of steady rain is forecast from Tuesday evening through to Thursday night. A heavy rain warning is in place, coinciding with higher-than-normal tides.
- 2.2 This is expected to cause surface flooding in parts of Christchurch and Banks Peninsula.
- 2.3 Staff from our Transport, Three Waters, and Civil Defence and Emergency Management teams will be available round the clock to respond to issues. They're also out and about keeping an eye on our roads and infrastructure.
- 2.4 To prepare, contractors are out clearing gutters, sumps, stormwater grates and beach outfalls as well as making checks of the stormwater network ahead of the rain. We're also planning to have pumps operating in Southshore to reduce the impact of higher-than-normal tides coinciding with the rain.
- 2.5 More information is available below on what we'll be doing, how residents can prepare and when they should get in touch with the Council to report issues.

3. What we'll be doing

- 3.1 Closing roads as required.
- 3.2 Putting up signs and cones to warn of flooding and divert traffic.
- 3.3 Monitoring vulnerable areas and ensure stormwater infrastructure is clear and working.
- 3.4 Clear large stormwater pipes that discharge to our coastline.
- 3.5 Clear grates that are critical to our stormwater network.
- 3.6 Close the stormwater retention basins at the top of the Heathcote River to store stormwater and reduce flooding.
- 3.7 Use temporary pumps in key locations (Southshore and Flockton) to support our stormwater network.

Memos



- 3.8 More information on how we respond to wet weather and flooding is available on [our website](#).

4. When residents should get in touch with us

- 4.1 Surface flooding can look alarming, but our stormwater network is designed to cope with heavy rain.
- 4.2 Our road network is part of our stormwater network and plays an important role during wet weather events. In most parts of the city our roads have been designed as secondary flow paths for stormwater. In heavy rain we expect to see some of our roads flood with water.
- 4.3 Get in touch with us on 03 941 8999 or 0800 800 169 if flooding is threatening property or causing significant issues for your community, such as:
- If you notice a slip or landslide.
 - Flooding is posing a threat to property.
 - You can see a blocked drain causing issues for your community.
 - You can see a road that needs to be closed.
- 4.4 More information on when to get in touch with us is available on [our website](#).

5. What residents can do before and during wet weather or flooding

- 5.1 Before forecast wet weather it's a good idea to clear your rain guttering and drains.
- 5.2 You can also check the grates and gutters outside your property are clear of leaves. This can be a particular issue during the leaf fall season.
- 5.3 More information on how to prepare your property for flooding is available on [our website](#).

6. Conclusion Whakakapinga

- 6.1 More information on wet weather and flooding, including Q&As, is available on [our website](#).

Attachments Ngā Tāpirihanga

There are no attachments to this memo.

Signatories Ngā Kaiwaitohu

Authors	Rose Averis - Senior Communications Advisor Tim Drennan - Manager Service Excellence Ged Clink - Manager Streets Maintenance
Approved By	Gavin Hutchison - Head of Three Waters

Memos



Memo

Date: 2 May 2025
From: Lindsay White, Senior Project Manager - Transport
Ross Julian, Senior Project Manager – Three Waters
To: Mayor and Councillors, Executive Leadership Team
Cc: Waipapa Papanui-Innes-Central Community Board
Waihoru Spreydon-Cashmere-Heathcote Community Board
Reference: 25/746218

Antigua Street Cycle Network (Tuam - Moorhouse) and Watermain Renewal- Contract Award

1. Purpose of this Memo Te take o tēnei Pānui

- 1.1 The purpose of this memo is to update Elected Members and the Community Boards on progress with 59181 Antigua Street Cycle Network (Tuam – Moorhouse) and 59938 Water Supply Metro Pump Station to Antigua Street Link projects.
- 1.2 The information in this memo is not confidential and can be made public.

2. Update He Pānui

Contract Award

- 2.1 The contract for this work has now been awarded to Fulton Hogan Limited.
- 2.2 The Transport and Three Waters projects are being delivered together with a ‘one-pass’ approach to limit disruption to the surrounding community and road users.
- 2.3 The programme is still being finalised; however, it is expected that construction will commence mid-May 2025 to be completed in time for the opening of Parakiore Recreation and Sport Centre in late 2025.
- 2.4 The contractor and members of the council project team will be visiting stakeholders in the coming weeks to discuss staging of the works and what is involved in more depth.
- 2.5 Transport works include renewal of the carriageway and the eastern kerb and channel, installation of north and southbound separated cycleways, connecting the Quarrymans Trail Major Cycle Route and the central city, a renewed footpath on the east side of the road, installation of two raised threshold treatments and new landscaping enhancements include new street trees and rain gardens. Improvements to the lighting along the street will also be completed as part of the works.
- 2.6 Three Waters works include renewal of the existing DN200 Asbestos Cement Watermain and associated submains along Antigua Street between St Asaph Street and the south side of Moorhouse Ave.
- 2.7 New connections are also being completed for the Parakiore Recreation and Sport Centre.

Memos



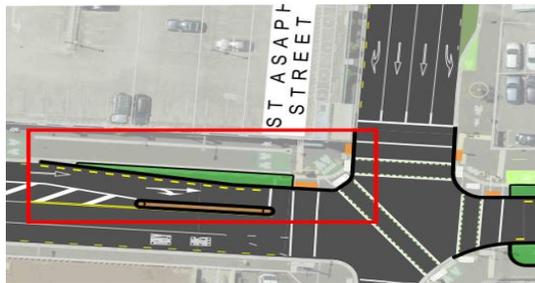
- 2.8 The new Watermain has been increased in size, which will cater for a new Water Supply Pump Station planned for the area in the future.

Speed Limit Change

- 2.9 This section of Antigua Street is currently operating at 30km/h under a temporary traffic management plan. This will continue through the construction phase of the project.
- 2.10 This section of Antigua Street was previously approved to become a permanent 30km/h street, however this will not be able to be implemented under the updated Setting of Speed Limits Rule.
- 2.11 Following the completion of construction the speed limit for this section of Antigua Street will revert to 50km/h. Given the design that is to be implemented it is anticipated that the actual operating speed will be closer to 30km/h.

Staging of Works

- 2.12 It is proposed to delay the delivery of the changes to this corner until a future date. This is due to the recent planned expansion of the Canterbury District Health Board car park on the northeast corner of the Antigua St/St Asaph Street intersection.
- 2.13 The changes to the northeast corner reduce the southbound carriageway from two lanes to one, allowing for a wider footpath and cycle stacking area where the existing cycleway meets the intersection, please see image below. For the full design as approved by Council in May 2022, please see **Attachment A**.



- 2.14 Delaying construction of the changes on this corner will not have a significant impact on the transport network in the short term.
- 2.15 The delay will allow construction of the adjacent carpark to be completed and the actual impact on queueing at the intersection and at the carpark entrance to be confirmed, before the intersection approach is reduced to one lane.
- 2.16 In the interim, the southbound lanes will continue to operate as they do currently.

Attachments Ngā Tāpirihanga

No.	Title	Reference
A	Antigua Street Plan for approval - RD3805S6	21/1421310

Memos

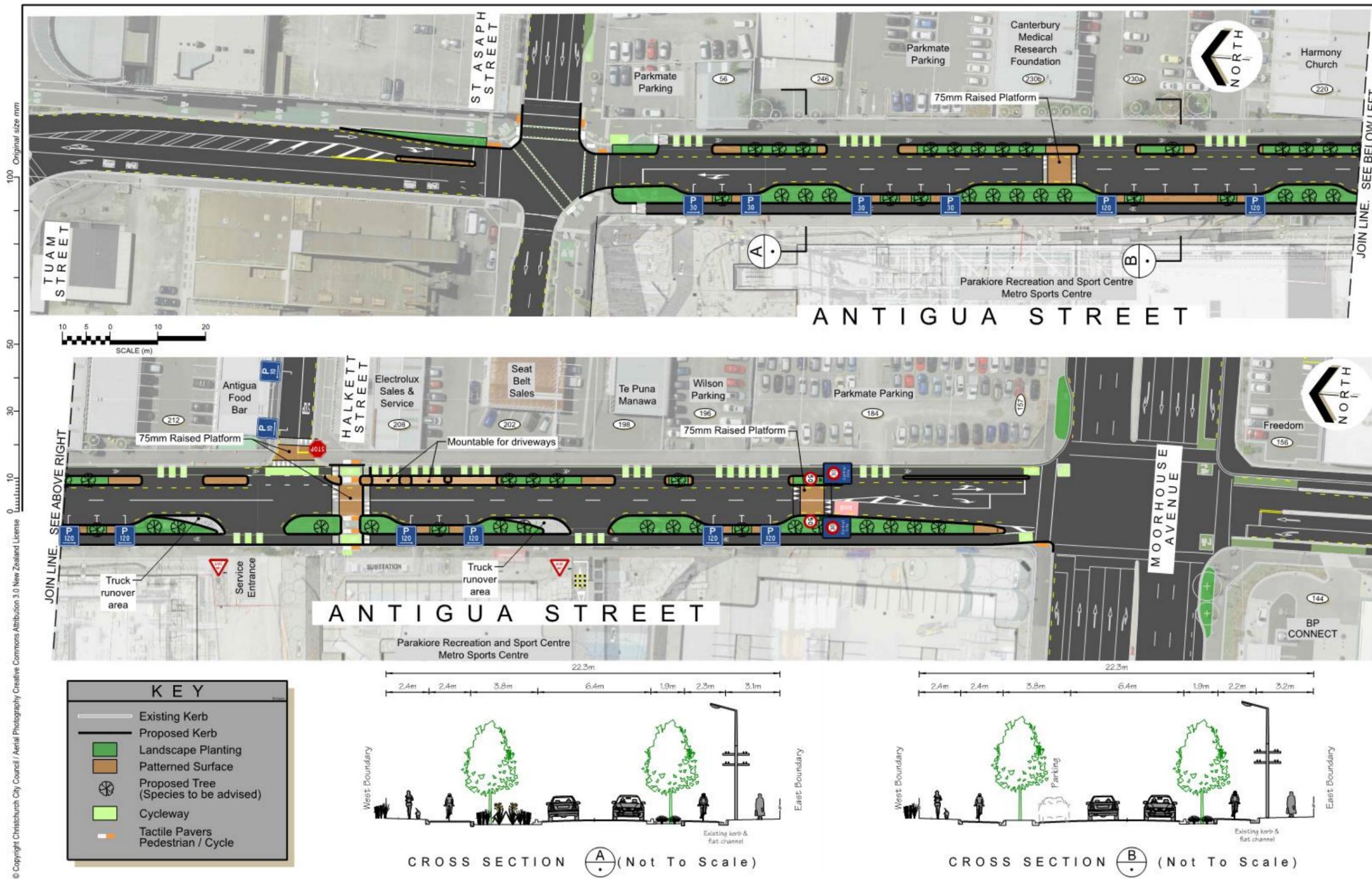
Christchurch
City Council 

Signatories Ngā Kaiwaitohu

Authors	Lindsay White - Senior Project Manager Ross Julian - Senior Project Manager
Approved By	Lynette Ellis - Head of Transport & Waste Management

Item 16

Attachment L



Antigua Street (Moorhouse Avenue - Tuam Street)
Street Renewal
Plan for Approval

Original Plan Size: A3
ISSUE.1 20/04/2022
TP358601 MJR CP503591

17. Waihoru Spreydon-Cashmere-Heathcote Community Board - Community Service and Youth Service Awards 2025

Reference Te Tohutoro: 25/719467

Responsible Officer(s) Te
Pou Matua: Jane Walders, Support Officer

Accountable ELT
Member Pouwhakarae: Andrew Rutledge, General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is to present the Community Service and Youth Service Award 2025 nominations to the Waihoru Spreydon-Cashmere-Heathcote Community Board for consideration.

2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the information in the Waihoru Spreydon-Cashmere-Heathcote Community Board - Community Service and Youth Service Awards 2025 Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Confers Community Service Awards on the nominees listed on the Summary of Nominations 2025 (Section A - separately circulated).
4. Confers a Certificate of Appreciation on the nominees listed on the Summary of Nominations 2025 (Section B - separately circulated).
5. Declines the Community Service Award on the nominee listed on the Summary of Nominations 2025 (Section C - separately circulated).
6. Delegates authority to the Board Chairperson and Deputy Chairperson to decide any late nominations referred from other Community Boards.
7. Agrees that the names of successful nominees be released after the Board's Community Service Awards have been presented. Names of unsuccessful nominees will be kept confidential.

3. Context/Background Te Horopaki

Strategic Alignment Te Rautaki Tīaroaro

- 3.1 Like most Community Board initiated projects, this project aligns to the Council's commitment to achieving the outcome of the city enjoying strong communities.

Decision Making Authority Te Mana Whakatau

- 3.2 The decision-making authority is the Waihoru Spreydon-Cashmere-Heathcote Community Board.

Assessment of Significance and Engagement Te Aromatawai Whakahirahira

- 3.3 The decision(s) in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
- 3.4 The level of significance was determined by the number of people affected and/or with an interest.
- 3.5 Due to the assessment of low significance, no further community engagement and consultation is required.

Discussion Kōrerorero

- 3.6 The Christchurch City Council created Community Service and Youth Service Awards as a way to thank and honour those who, by their demonstrated commitment and example, inspire others to engage in volunteer service. Recognising and honouring community-focused initiatives sets a standard for service, encourages a sustained commitment to civic participation, and inspires others to make service a central part of their lives.
- 3.7 There has been promotion of the awards scheme through Council media releases, local newspaper advertisement and the Council's social media networking avenues. In addition, local community groups, including residents' associations, have been sent information seeking nominations for Community Service and Youth Awards for 2025.
- 3.8 The service undertaken should be of a voluntary nature. A paid employee may be eligible where the work undertaken is beyond the scope of that person's normal job description and the nominee has spent some of their own non-work time in the project. In this circumstance either one of the nominators should be an employer who states that the work is outside of normal work, or a supporting letter supplied from an employer stating the same. Please find the Guidelines information attached (refer **Attachment A**).
- 3.9 People will be eligible for Community Service Awards in the area that they do the work in, however, if the work is for a metropolitan organisation that covers more than two Board areas then the nomination shall be considered in the community board area that the nominee does the majority of their voluntary work.
- 3.10 Service recognised may include work in the following areas: youth, older persons, education, cultural, church, recreation, sport and community service sectors.
- 3.11 Individuals shall be eligible to receive only one Community Service Award for the same voluntary work.
- 3.12 Nominations can be forwarded to this Board from another Community Board if they deem that the nomination is more suitably considered by this Board. Details of such nominations may be received as late applications for consideration. Bearing this in mind the Board may wish to put in place measures to meet this contingency. These nominations could be considered by the Board Chairperson and Deputy Chairperson.
- 3.13 A Summary of Nominations 2025 detailing the nominations received for consideration is circulated separately as **Attachment B**.
- 3.14 Nominations were open from Friday 7 March 2025 to Sunday 6 April 2025. No nominations were received for Youth Service Awards. Ten nominations for Community Service Awards, including one community group have been received this year.
- 3.15 Historically the Community Board has followed a practice of conferring Community Service Awards to people or organisations where the service length for which the person/organisation nominated was approximately five years or more. The exception to this is for Youth Service Awards. The staff recommendation reflects this previous approach; however, it is the Board's decision if they wish to follow this.

- 3.16 After the Community Board has made its decision, the award recipients will be notified along with their nominators and invited to an awards ceremony that is combined with the Board's end of term celebration with the community in September.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	2025 Community Service Award Guidelines	25/977593	114
B	Waihoru Spreydon-Cashmere-Heathcote Community Service Awards Summary of Nominations 2025 <i>(Under Separate Cover)</i> - CONFIDENTIAL	25/1026693	

Signatories Ngā Kaiwaitohu

Author	Jane Walders - Support Officer
Approved By	Jess Garrett - Manager Community Governance, Spreydon-Cashmere-Heathcote

Community Service Awards 2025

Nomination guidelines

Community Service Awards are awarded to individuals and groups in recognition of significant voluntary service.

PLEASE NOTE

Participating Community Boards this year are, Waipuna Halswell-Hornby-Riccarton, Waitai Coastal-Burwood-Linwood, Waimāero Fendalton-Waimairi-Harewood and Waihoru Spreydon-Cashmere-Heathcote.

Community Boards **not** participating this year are, Waipapa Papanui-Innes-Central and Te Pātaka o Rākaihautū Banks Peninsula.

Youth Service Awards*: Participating Community Boards this year are, Waipuna Halswell-Hornby-Riccarton, Waitai Coastal-Burwood-Linwood, and Waihoru Spreydon-Cashmere-Heathcote

- The service undertaken should be of a voluntary nature. A paid employee may be eligible where the work undertaken is beyond the scope of that person's normal job description and the nominee has spent some of their own non-work time in the activity. In such a case, one of the nominators should be an employer of the nominee, who states that the nominee's work/activity went beyond the requirements of routine work by providing a supporting letter to that effect.
- The Community Service Awards recognise voluntary efforts in the following areas: youth, older adults, education, culture, church, recreation, sport, community service fields.
- People will be eligible for Community Service Awards in the area/suburb that they do the work in. If the work is for an organisation that covers more than two board areas, then the nomination shall be considered in the board area that the nominee does the majority of their voluntary work.
- Nominations must be submitted on the official nomination form that is available at ccc.govt.nz/csa
- The nomination form must be signed by two nominators and both nominators should be aware of the details of the nomination.
- **Youth Service Awards** are presented by the Waipuna Halswell-Hornby-Riccarton, Waitai Coastal-Burwood-Linwood, and Waihoru Spreydon-Cashmere-Heathcote Community Boards only, in recognition of significant voluntary service carried out by residents aged 25 years or under. These awards are to recognise individual effort rather than that of a whole group or organisation.
- Any community organisation, club or society may make a nomination. Two executive officers of the organisation should sign the nomination and record their title of office.
- Letters of support or evidence supporting the work can also be submitted with the nomination. It is highly recommended to supply as much detail as possible to support the nominations. Length and type of service is particularly helpful.
- The more information you are able to supply in support of the nomination, the greater the assistance for the Community Boards in assessing the nominations.
- The length of voluntary work shall be considered alongside the nature of the work undertaken.
- Community Service Award nominations are considered and decided by Community Boards.
- Individuals shall be eligible to receive only one Community Service Award for the same voluntary work. This does not apply if a recipient has received a Youth Service Award.
- Community Service Awards are presented to recipients at community presentations or functions hosted by the local Community Boards.

18. Elected Members' Information Exchange Te Whakawhiti Whakaaro o Te Kāhui Amorangi

This item provides an opportunity for Board Members to update each other on recent events and/or issues of relevance and interest to the Board.

Karakia Whakakapi

Tukuna te wairua kia rere ki te taumata Ko te matatika te mātāpono hei arahi i ngā mahi Ka arotahi te tira kia eke panuku, kia eke Tangaroa Haumi e, hui e, tāiki e	<i>May the spirit be released to soar to its zenith. Ethics is the principle that guides our work. As we focus on the success for our community Bring together! Gather together and bind together!</i>
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19. Resolution to Exclude the Public

[Section 48, Local Government Official Information and Meetings Act 1987.](#)

Note: The grounds for exclusion are summarised in the following table. The full wording from the Act can be found in [section 6](#) or [section 7](#), depending on the context.

I move that the public be excluded from the following parts of the proceedings of this meeting, namely the items listed overleaf.

Reason for passing this resolution: a good reason to withhold exists under section 7.

Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):
- (a) Shall be available to any member of the public who is present; and
 - (b) Shall form part of the minutes of the local authority.”

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PUBLIC INTEREST CONSIDERATION	POTENTIAL RELEASE REVIEW DATE AND CONDITIONS
17.	WAIHORO SPREYDON-CASHMERE-HEATHCOTE COMMUNITY BOARD - COMMUNITY SERVICE AND YOUTH SERVICE AWARDS 2025				
	ATTACHMENT B - WAIHORO SPREYDON-CASHMERE-HEATHCOTE COMMUNITY SERVICE AWARDS SUMMARY OF NOMINATIONS 2025	S7(2)(A)	PROTECTION OF PRIVACY OF NATURAL PERSONS	TO PROTECT THE PRIVACY OF THE NOMINEES AND THE CONFIDENCE OF THE NOMINATION PROCESS. NAMES OF UNSUCCESSFUL NOMINEES WILL BE KEPT CONFIDENTIAL.	30 OCTOBER 2025 NAMES OF THE SUCCESSFUL NOMINEES WILL BE RELEASED FOLLOWING RECIPIENTS RECEIVING THEIR AWARDS.

Actions Register Ngā Mahinga

When decisions are made at meetings, these are assigned to staff as **actions** to implement. The following lists detail any actions from this meeting that were:

- Open at the time the agenda was generated.
- Closed since the last ordinary meeting.

Open Actions Ngā Mahinga Tuwhera

REPORT TITLE/AGENDA SECTION	MEETING DATE	ACTION DUE DATE	UNIT	TEAM
Proposed No Stopping Restrictions and pedestrian island - Montreal Street	12 December 2024	30 April 2025	Transport & Waste	Asset Planning
Correspondence	13 March 2025	12 June 2025	Transport & Waste	Traffic Operations
Dryden Street / Stoke Street - Proposed No Stopping Restrictions	13 March 2025	12 June 2025	Transport & Waste	Traffic Operations
Correspondence	14 September 2023	30 June 2025	Parks	Parks & Recreation Planning
Deputations by Appointment - Spreydon, Somerfield, Waltham, Beckenham CRAF - Norwood Street/Fisher Avenue pedestrian safety improvements	12 December 2024	30 June 2025	Transport & Waste	Traffic Operations
Public Forum - Hawford Road Traffic Concerns - Karen Gilcrest	12 December 2024	30 June 2025	Transport & Waste	Traffic Operations
Redcliffs Village - Coastal Pathway safety improvements.	15 February 2024	30 June 2025	Transport & Waste	City Streets Maintenance
Correspondence	10 April 2025	10 July 2025	Community Support & Partnerships	Governance (Spr-Cas-Hea)
Correspondence	10 April 2025	10 July 2025	Transport & Waste	Traffic Operations
Orion Easement at Waltham Park	10 April 2025	10 July 2025	Parks	Residential Red Zone
Sydenham Rugby Club Lighting Application - Waltham Park	10 April 2025	10 July 2025	Parks	Parks & Recreation Planning
Waihoru Spreydon Cashmere Heathcote 2024-25 Discretionary Response Fund The Yarns Men for the Art of A Good Yarn Workshop Project	10 April 2025	10 July 2025	Community Support & Partnerships	Governance (Spr-Cas-Hea)
Public Forum - Replacement for the Plaque at Ashgrove Reserve	13 February 2025	15 July 2025	Parks	Community Parks
Public Forum - Sumner Sauna Proposal	13 March 2025	25 July 2025	Community Support & Partnerships	Governance (Spr-Cas-Hea)
Grant an Easement over Waterworks Reserve 109 Scruttons Road Heathcote Christchurch.	15 February 2024	30 July 2025	Facilities & Property Unit	Property Consultancy
Landsdowne Reserve - Change in Reserve Purpose to Local Purpose (Community Buildings) Reserve	13 March 2025	12 August 2025	Facilities & Property Unit	Property Consultancy
Correspondence	15 May 2025	14 August 2025	Transport & Waste	Traffic Operations
Licence Assignment Request - Stoked Surf School Tapui Limited	15 May 2025	14 August 2025	Facilities & Property Unit	Property Consultancy
Public Forum - Grange Street Water pipe issues	15 May 2025	14 August 2025	Three Waters	Service Excellence
Public Forum - Mt Pleasant Community Centre traffic management issues	15 May 2025	14 August 2025	Transport & Waste	Traffic Operations
Public Forum - Renaming of the reserve on Pilgrim Place	15 May 2025	14 August 2025	Parks	Community Parks
Public Forum - Request for the recommencement of the Grange Street Renewal	15 May 2025	14 August 2025	Three Waters	Management
Public Forum - Selwyn Street safety improvements	15 May 2025	14 August 2025	Transport & Waste	Traffic Operations
Restoration planting on the Ōpāwaho - Heathcote river between St Martins Road and Colombo Street	15 May 2025	14 August 2025	Parks	Community Parks

Waihoru Spreydon-Cashmere-Heathcote 2024-25 Discretionary Response Fund Christchurch South Community Garden Trust Website	15 May 2025	14 August 2025	Community Support & Partnerships	Governance (Spr-Cas-Hea)
Waihoru Spreydon-Cashmere-Heathcote 2024-25 Discretionary Response Fund Mount Pleasant Memorial Community Centre and Residents Association Incorporated	15 May 2025	14 August 2025	Community Support & Partnerships	Governance (Spr-Cas-Hea)
Beach Hospitality Limited - Landlord Consent to Improvements and Request for Further Lease	13 March 2025	30 August 2025	Facilities & Property Unit	Property Consultancy
Summer Tennis and Squash Club Application to lease 8-14 Heberden Avenue and 140 Nayland Street	11 May 2023	30 August 2025	Parks	Residential Red Zone
Addington Farm - Proposed Lease at Addington Park	10 April 2025	31 August 2025	Facilities & Property Unit	Property Consultancy
Sumner Valley Riding School Trust - proposed new lease	10 April 2025	31 August 2025	Facilities & Property Unit	Property Consultancy
The Green Effect Trust (Trees for Canterbury) - Proposed new lease - Charlesworth Reserve	13 March 2025	31 August 2025	Facilities & Property Unit	Property Consultancy
Sumner Tennis and Squash Club Application to lease 8-14 Heberden Avenue and 140 Nayland Street	11 May 2023	30 September 2025	Facilities & Property Unit	Property Consultancy
Garden Development in the Community	13 July 2023	1 December 2025	Community Support & Partnerships	Governance (Hal-Hor-Ric)

Actions Closed Since the Last Meeting Ngā Mahinga kua Tutuki nō Tērā Hui

REPORT TITLE/AGENDA SECTION	MEETING DATE	DUE DATE	ACTION CLOSURE DATE	UNIT	TEAM
Overdale Drive - Proposed No Stopping Restrictions	15 February 2024	30 June 2025	13 May 2025	Transport & Waste	Traffic Operations
Correspondence	14 March 2024	31 July 2025	15 May 2025	Parks	Parks & Recreation Planning
Public Forum - 1898 Benz Motor Vehicle	15 August 2024	1 July 2025	5 May 2025	Community Support & Partnerships	Governance (Spr-Cas-Hea)
Lease Assignment Request	13 March 2025	12 June 2025	28 May 2025	Facilities & Property Unit	Property Consultancy
Public Forum - Pickleball courts for Te Papa Kura Redcliffs Park	13 March 2025	12 June 2025	15 May 2025	Parks	Parks & Recreation Planning
Kaiwara Street - Proposed No Stopping Restrictions	15 May 2025	14 August 2025	22 May 2025	Transport & Waste	Traffic Operations
Shelter installation at well-used bus stops across the Waihoru Spreydon-Cashmere-Heathcote Community Board area	15 May 2025	14 August 2025	26 May 2025	Transport & Waste	Traffic Operations
Waihoru Spreydon-Cashmere-Heathcote Community Board Area Report - May 2025	15 May 2025	14 August 2025	22 May 2025	Community Support & Partnerships	Governance (Spr-Cas-Hea)