



Waihoru
Spreydon-Cashmere-Heathcote Community Board
OPEN MINUTES

Date: Thursday 12 June 2025
Time: 4.01 pm
Venue: Linwood Boardroom,
Gate B, 180 Smith Street,
Woolston

Present

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

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

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

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Part C

Community Board Resolved SCBCC/2025/00041

That the apology from Tim Lindley for absence be accepted.

Callum Ward/Melanie Coker

Carried

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B

Roy Kenneally declared an interest in Item 14 - Waihoru Spreydon-Cashmere-Heathcote 2024-25 Discretionary Response Fund Cashmere Residents Emergency Response Team, Rowley Community Centre, Addington Workshop Brass Band and St Peter's Indoor Bowling Club.

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

Part C

Community Board Resolved SCBCC/2025/00042

That the minutes of the Waihoru Spreydon-Cashmere-Heathcote Community Board meeting held on Thursday, 15 May 2025 be confirmed.

Callum Ward/Will Hall

Carried

4. Public Forum Te Huinga Whānui

Part B

4.1 Basketball court at Ti Rakau Reserve

Fionna Chapman, Community Development Practice Lead at Christchurch Methodist Mission sent her apology and did not speak regarding a request for a Basketball court at Ti Rakau Reserve.

4.2 BUPA care home

Louise Ayling, local resident sent her apology and did not speak regarding matters relating to BUPA care home.

4.3 Large Oak Tree in Remuera Reserve - Unresolved Issue

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

After questions from members, the Chairperson thanked Adrian Ramsay for his presentation to the Board.

The Chairperson noted that staff had advised next steps will be to undertake some minor consultation with local residents to get their feedback on removal of the tree and staff will report back to the Board. A member requested that as part of that advice it include how many trees had been added to Remuera Reserve.

Attachments

A Adrian Ramsay - Oak Tree Remuera Reserve - Presentation to the Board [⇒](#) 

4.4 Cumbria Lane Lighting, Westmorland

Peter Richarson spoke on behalf of Cumbria Lane residents regarding Cumbria Lane lighting.


After questions from members, the Chairperson thanked Peter Richarson for his presentation to the Board.

Part B

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Requested that staff contact Peter Richardson to provide details about Council funding.

Attachments

A Peter Richardson - Cumbria Lane Lighting Westmorland - Presentation to the Board [⇒](#) 

4.5 Development of New Sections in West Halswell

David Hawke spoke on behalf of Halswell Residents' Association regarding the development of 500 new sections in West Halswell. David invited Elected Members to attend the upcoming Halswell Residents' Association meeting on 30 June 2025.

After questions from members, the Chairperson thanked David Hawke for his presentation to the Board.

Part B

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Refers the issues raised in the presentation to staff for advice and report back to the Board, including how the matters raised relates to the South-West Area Plan, Ōtautahi Christchurch Future Transport Plan and the Council's development contributions policy.

Attachments


A David Hawke - Map of new sections -Tabled to the Board [⇒](#) 

4.6 Home & Family Charitable Trust

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

The Chairperson thanked the Val Carter for her presentation to the Board.

Attachments

A Home & Family Charitable Trust - Documents tabled to the Board [⇒](#) 

4.7 Spokes Canterbury

Anne Scott, Submissions Coordinator, spoke on behalf of Spokes Canterbury regarding the top cycling priorities in the Waihoru - Spreydon, Cashmere and Heathcote areas that were identified in a public consultation session that Spokes ran at Tūranga earlier this year.

After questions from members, the Chairperson thanked Anne Scott for her presentation to the Board. A member requested that staff provide advice to the Board on the highlighted issues on Milton Street.

Part B

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Refers the issues raised in the presentation to staff for advice around feasibility of the priorities presented and report back to the Board.

Attachments

A Anne Scott - Spokes - Presentation to the Board [⇒](#) 

5. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

5.1 Lease Assignment and Variation Request - Haddenough Limited - Scarborough Fare

Luke Sheppard spoke on behalf of L & V Sheppard Limited in support of the officer recommendations in item 8 on the agenda, Lease Assignment and Variation Request - Haddenough Limited - Scarborough Fare.

The Chairperson thanked Luke Sheppard for his deputation to the Board.

Item 8 records the Board's decision on this matter.

5.2 Overdale Drive - Proposed No Stopping Restrictions

Sue Mehlhopt, local resident addressed the Board in support of no stopping restrictions in item 10 on the agenda, Overdale Drive - Proposed No Stopping Restrictions.

After questions from members, the Chairperson thanked Sue Mehlhopt for her deputation to the Board.

Item 10 records the Board's decision on this matter.

Attachments

A Sue Mehlhopt - Overdale Drive - Presentation to the Board [⇒](#) 

5.3 Overdale Drive - Proposed No Stopping Restrictions - Dean McLennan

Dean McLennan, local resident addressed the Board not in support of no stopping restrictions in item 10 on the agenda, Overdale Drive - Proposed No Stopping Restrictions.

After questions from members, the Chairperson thanked Dean McLennan for his deputation to the Board.

Item 10 records the Board's decision 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 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.

Community Board Resolved SCBCC/2025/00043

Part B

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 and refers the issues raised in her correspondence to staff for advice and report back to the Board.
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.

Tim Scandrett/Keir Leslie

Carried

14. Waihoru Spreydon-Cashmere-Heathcote 2024-25 Discretionary Response Fund Cashmere Residents Emergency Response Team, Rowley Community Centre, Addington Workshop Brass Band and St Peter's Indoor Bowling Club

Community Board Resolved SCBCC/2025/00044 Original Officer Recommendations 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 Cashmere Residents Emergency Response Team, Rowley Community Centre, Addington Workshop Brass Band and St Peter's Indoor Bowling Club 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.

Callum Ward/Tim Scandrett

Carried

Roy Kenneally declared an interest in this Item and took no part in any discussion or voting.

9. 14 Whiteleigh Avenue Proposed No Stopping

Community Board Resolved SCBCC/2025/00045 Original Officer Recommendations accepted without change

Part C

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 agenda **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).

Keir Leslie/Sara Templeton

Carried

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

Community Board Resolved SCBCC/2025/00046 Original Officer Recommendations accepted without change

Part C

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.

Sara Templeton/Will Hall

Carried

10. Overdale Drive - Proposed No Stopping Restrictions

Community Board Resolved SCBCC/2025/00047 Original Officer Recommendations accepted without change

Part C

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 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).

Melanie Coker/Callum Ward

Carried

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

Community Board Resolved SCBCC/2025/00048 Original Officer Recommendations accepted without change

Part C

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 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).

Tim Scandrett/Roy Kenneally

Carried

12. Kenilworth Street - Proposed No Stopping Restrictions

Community Board Resolved SCBCC/2025/00049 Original Officer Recommendations accepted without change

Part C

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 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).

Melanie Coker/Lee Sampson

Carried

13. Fifield Terrace - Proposed No Stopping Restrictions

Community Board Resolved SCBCC/2025/00050 Original Officer Recommendations accepted without change

Part C

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 agenda **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).

Tim Scandrett/Roy Kenneally

Carried

15. Standing Orders Amendment - Notices of Motion

Community Board Resolved SCBCC/2025/00051 Original Officer Recommendations accepted without change

Part C

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.

Tim Scandrett/Melanie Coker

Carried

Keir Leslie requested that his vote against the resolutions be recorded.

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

Community Board Resolved SCBCC/2025/00052 Original Officer Recommendations 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 - June 2025.

Callum Ward/Sara Templeton

Carried

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

Part B

Members exchanged information on matters of interest to the Board.

- Design of grates for drains.
- Ōmōkihi Community Information Workshop held on 3 June 2025 and was well attended.
- Efforts to have the Mobile Library at the South Christchurch Farmers' Market on Sundays.
- Westmorland residents have a community defibrillator they wish to have mounted on a Council asset.
- Attendance at Sommerfield Residents' Association meeting earlier in the week, included a discussion on effects of road closures due to Orion works and effects on bus routes.
- Closure of underpass by Falsgrave Street.
- Footpath issues on Nayland Street.
- Roading matters on Ferry Road being worked on as part of Annual Plan process.
- Grange Street water pipes starting in August 2025.
- Heathcote Valley Community Association Annual General Meeting being held 12 June 2025.
- Christchurch Coastal Pathway Annual General Meeting coming up.
- Wet July coming up.
- Attendance at Hōhepa Diamond Jubilee Gala.
- Rubbish dumping issues on Ward Street noting a camera has been erected.
- Trees on Halswell Road.
- Matariki events, including Addington Te Kura Taumatua fundraising hāngī.
- Suburbs club day 14 June 2025.
- Actions from open and public forums.

19. Resolution to Exclude the Public Te whakataunga kaupare hunga tūmatanui

Community Board Resolved SCBCC/2025/00053

Part C

That at 5.25 pm the resolution to exclude the public set out on pages 116 to 117 of the agenda be adopted.

Callum Ward/Keir Leslie

Carried

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

Community Board Comment

Secretarial note: The Board went into public excluded to discuss Item 17, and decisions were made in Public Excluded. The decisions have subsequently been released from public excluded and can be accessed here: [Released Public Excluded Documents - Waihoru Spreydon-Cashmere-Heathcote Community Board 12 June 2025 - PX Minutes](#).

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.

The public were re-admitted to the meeting at 5.28 pm.

Karakia Whakakapi

Meeting concluded at 5.29 pm.

CONFIRMED THIS 10th DAY OF JULY 2025

CALLUM WARD
CHAIRPERSON