
**Te Pātaka o Rākaihautū
Banks Peninsula Community Board
AGENDA**

Notice of Meeting Te Pānui o te Hui:

An ordinary meeting of Te Pātaka o Rākaihautū Banks Peninsula Community Board will be held on:

Date: Monday 8 September 2025
Time: 10 am
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton Ōhinehou

Membership Ngā Mema

Chairperson	Lyn Leslie
Deputy Chairperson	Nigel Harrison
Members	Tyrone Fields
	Jillian Frater
	Asif Hussain
	Cathy Lum-Webb
	Howard Needham
	Luana Swindells

2 September 2025

Principal Advisor

Penelope Goldstone
Manager Community Governance
Tel: 941 5689
penelope.goldstone@ccc.govt.nz

Meeting Advisor

Liz Beaven
Community Board Advisor
Tel: 941 6601
liz.beaven@ccc.govt.nz

Website: www.ccc.govt.nz

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.

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<https://www.youtube.com/@bankspeninsulacommunityboa3600/streams>

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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 Whakamutunga

Actions Register Ngā Mahinga Tuwhera

Karakia Tīmatanga

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tihei Mauri Ora	Cease the winds from the west Cease the winds from the south Let the breeze blow over the land Let the breeze blow over the ocean Let the red-tipped dawn come with a sharpened air. A touch of frost, a promise of a glorious day.
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1. Apologies Ngā Whakapāha

Apologies will be recorded at the meeting.

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 Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on [Monday, 11 August 2025](#) and on [Monday, 25 August 2025](#) be confirmed (refer page 14).

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 Lyttelton Harbour Business Association -Initiative

Sabrina Saunders, Chairperson, will speak on behalf of the Lyttelton Harbour Business Association outlining the Association's initiative to assist hospitality outlets in Lyttelton and a general update the Association's recent activities.

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.

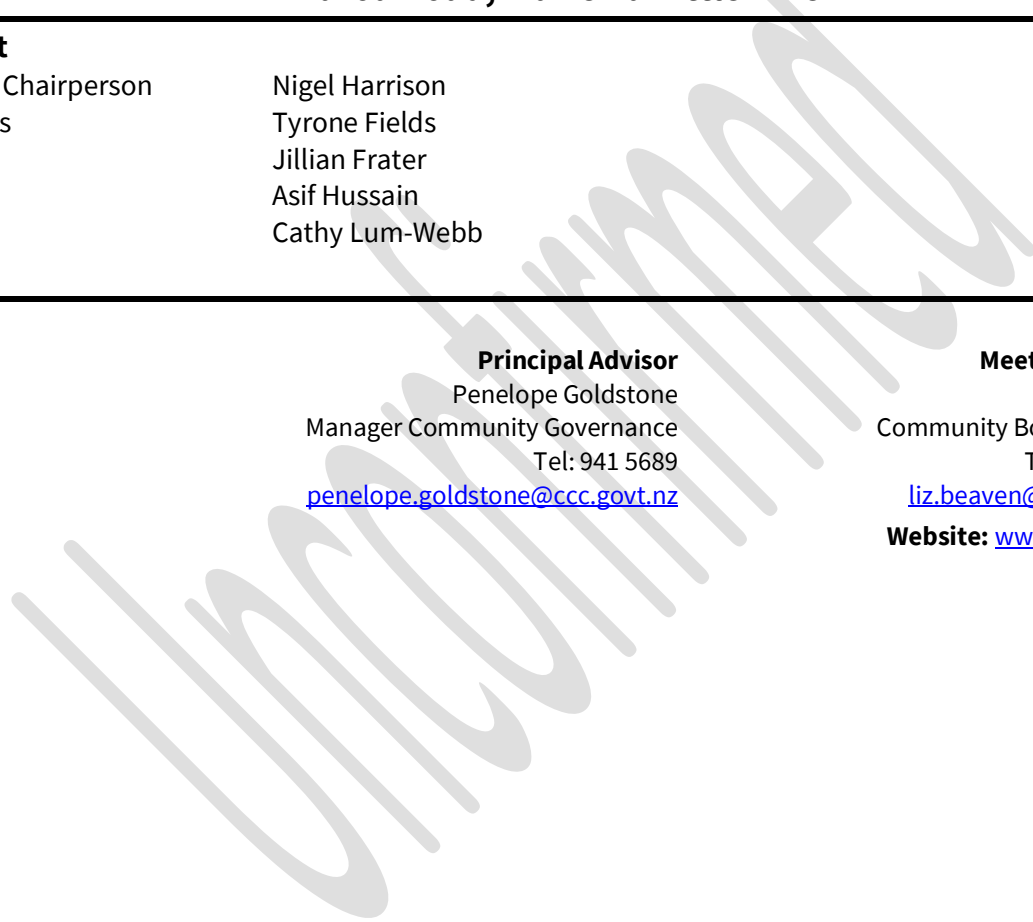
**Te Pātaka o Rākaihautū
Banks Peninsula Community Board
OPEN MINUTES**


Date: Monday 11 August 2025
Time: 10.02 am
Venue: Wairewa Little River Boardroom, 4238 Christchurch
Akaroa Road, Wairewa Little River

Present
Meeting Chairperson Nigel Harrison
Members Tyrone Fields
Jillian Frater
Asif Hussain
Cathy Lum-Webb

Principal Advisor
Penelope Goldstone
Manager Community Governance
Tel: 941 5689
penelope.goldstone@ccc.govt.nz

Meeting Advisor
Liz Beaven
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Part A Matters Requiring a Council Decision

Part B Reports for Information

Part C Decisions Under Delegation

Karakia Tīmatanga

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hauhūnga Tīhei mauri ora	Cease the winds from the west Cease the winds from the south Let the breeze blow over the land Let the breeze blow over the ocean Let the red-tipped dawn come with a sharpened air. A touch of frost, a promise of a glorious day.
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The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Part C

Community Board Resolved BKCB/2025/00053

That the apologies from Lyn Leslie and Howard Needham for absence be accepted and the apology from Asif Hussain for lateness be accepted.

Tyrone Fields/Cathy Lum-Webb

Carried

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B

Cathy Lum-Webb declared an interest in Item 9 - 2025/26 Te Pātaka o Rākaihautū Banks Peninsula Strengthening Communities Applications in relation to the Cass Bay Residents' Association application.

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

Part C

Community Board Resolved BKCB/2025/00054

That the minutes of Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on Monday, 7 July 2025 be confirmed.

Jillian Frater/Cathy Lum-Webb

Carried

4. Public Forum Te Huīnga Whānui

Part B

There was no public forum.

5. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

There were no deputations by appointment.

6. Presentation of Petitions Ngā Pākikitanga

Part B

There was no presentation of petitions.

Asif Hussain joined the meeting at 10.07am during consideration of Item 7 – Reserve Committee Meeting minutes.

7. Reserve Committee Meeting Minutes

Community Board Resolved BKCB/2025/00055 Original Officer Recommendations accepted without change

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Committees:
 - a. Lyttelton Reserves Committee 7 July 2025 Unconfirmed Minutes.
 - b. Allandale Reserve Committee 27 July 2025 Unconfirmed Minutes.
 - c. Duvauchelle Reserve Committee 21 July 2025 Unconfirmed Minutes.

Tyrone Fields/Cathy Lum-Webb

Carried

8. Akaroa Recreation Grounds Banks Peninsula Sports and Recreation Incorporated - Request for a Storage Container

Community Board Resolved BKCB/2025/00056 Original Officer Recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Akaroa Recreation Grounds Banks Peninsula Sports and Recreation Incorporated - Request for a Storage Container 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 the installation of a storage container within the existing lease area of Banks Peninsula Sports and Recreation Incorporated at Akaroa Recreation Ground as shown in **Attachment A** attached to the meeting agenda report.
4. Notes that the proposal would require modification of the lease plan in a variation.
5. Requests that the Manager Property Consultancy 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 approving final container design, completing lease amendment, and administering the terms and conditions of the lease.

6. Notes that approval is subject to Banks Peninsula Sports and Recreation Incorporated obtaining relevant resource and building consents/exemptions.

Asif Hussain/Tyrone Fields

Carried

9. 2025/26 Te Pātaka o Rākaihautū Banks Peninsula Strengthening Communities Applications

Community Board Resolved BKCB/2025/00057 Original Officer Recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the 2025/26 Te Pātaka o Rākaihautū Banks Peninsula Strengthening Communities Applications Report.
2. Notes that the decisions in this report are assessed at low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves the 2025/26 Strengthening Communities Fund grants outlined in the following schedule:

No	Organisation Name	Project	Recommendation
SCF25/26_013_BP	Little River Wairewa Community Trust	Wages and ongoing costs including newsletters, communications, and events.	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$20,000 from its 2025/26 Strengthening Communities Fund to Little River Wairewa Community Trust towards Trust Manager and Communications Manager wages.
SCF25/26_003_BP	Akaroa Community Arts Council	Operational Costs	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$5,000 from its 2025/26 Strengthening Communities Fund to Akaroa Community Arts Council towards Operating Expenses.
SCF25/26_026_BP	Akaroa Resource Collective Trust	Akaroa Information Centre	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$7,500 from its 2025/26 Strengthening Communities Fund to Akaroa Resource Collective Trust towards Coordinator Wages.

SCF25/26_001_BP	Te Whare Tapere O Te Mata Hapuku Society Incorporated	Running of Community Hall and Newsletter	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$4,000 from its 2025/26 Strengthening Communities Fund to Te Whare Tapere O Te Mata Hapuku Society Incorporated towards operational costs for hall and newsletter.
SCF25/26_011_BP	Cass Bay Residents Association	Community connectedness and resilience building	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$1,363 from its 2025/26 Strengthening Communities Fund to Cass Bay Residents Association towards community events, administration costs and volunteer recognition.
SCF25/26_006_BP	Diamond Harbour Events Incorporated	Live at the Point 2026	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$5,000 from its 2025/26 Strengthening Communities Fund to Diamond Harbour Events Incorporated towards musicians' fees.
SCF25/26_012_BP	Diamond Harbour Youth and Community Trust	Enhancing Wellbeing for the Community in Te Waipapa	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$11,000 from its 2025/26 Strengthening Communities Fund to Diamond Harbour Youth and Community Trust towards Manager/Community Worker wages and the cost of activities for young people and older adults.
SCF25/26_007_BP	Kaituna Golf Club Incorporated	Operational Costs/Equipment Replacement	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$1,000 from its 2025/26 Strengthening Communities Fund to Kaituna Golf Club Incorporated towards Operational costs.
SCF25/26_009_BP	Okuti Valley Recreation and Sports Club Incorporated	2025/26 Operational Support	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$3,000 from its 2025/26 Strengthening Communities Fund to Okuti Valley Recreation and Sports Club Incorporated towards operational costs.

SCF25/26_008_BP	Te Hapū o Ngāti Wheke	Kaumātua Wellbeing	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$5,000 from its 2025/26 Strengthening Communities Fund to Te Hapū o Ngāti Wheke towards costs associated with providing the Taurite Tū programme for kaumātua.
SCF25/26_005_BP	Te Puna Auaha Lyttelton Trust	Give it a go workshop programme	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$5,500 from its 2025/26 Strengthening Communities Fund to Te Puna Auaha Lyttelton Trust towards operational costs.
SCF25/26_010_BP	Te Rūnanga o Koukourarata Society Incorporated	Koukourarata Creators Māketē	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$1,750 from its 2025/26 Strengthening Communities Fund to Te Rūnanga o Koukourarata Society Incorporated towards event costs.
SCF25/26_016_BP	The Lyttelton Information and Resource Centre Trust	Operational costs including wages	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$5,000 from its 2025/26 Strengthening Communities Fund to The Lyttelton Information and Resource Centre Trust towards operating costs.
SCF25/26_024_BP	The Lyttelton Recreation Centre Trust	Mānawa Kāwhiu Lyttelton Recreation Centre (LRC) wages	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$7,000 from its 2025/26 Strengthening Communities Fund to The Lyttelton Recreation Centre Trust towards Facility Manager wages.
SCF25/26_004_BP	The Naval Point Club Lyttelton Incorporated	Operating Costs for Naval Point Club Lyttelton	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$4,000 from its 2025/26 Strengthening Communities Fund to The Naval Point Club Lyttelton Incorporated towards operational costs.
SCF25/26_022_BP	The Stoddart Cottage Trust	Gallery Management Project	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$3,000 from its 2025/26 Strengthening Communities Fund to The Stoddart Cottage Trust towards the curation and management of the exhibitions.

SCF25/26_023_BP	Wairewa Rūnanga Incorporated Society	Mana Tangata: Strengthening Whānau Through Connection, Movement & Capability	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$3,000 from its 2025/26 Strengthening Communities Fund to Wairewa Rūnanga Incorporated Society towards Project costs.
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4. Approves the transfer of \$28,172 to the 2025/26 Discretionary Response Fund.

Asif Hussain/Tyrone Fields

Carried

10. Te Pātaka o Rākaihautū Banks Peninsula Community Board 2025/26 Discretionary Response Fund - Board Projects

Community Board Resolved BKCB/2025/00058 Original Officer Recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Te Pātaka o Rākaihautū Banks Peninsula Community Board 2025/26 Discretionary Response Fund - Board Projects 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 \$3,000 from its 2025/26 Discretionary Response Fund towards Summer with your Neighbours 2025-26.
4. Approves a grant of \$1,000 from its 2025/26 Discretionary Response Fund towards ANZAC Day 2026 - Wreaths and Diamond Harbour grant.

Asif Hussain/Tyrone Fields

Carried

11. Te Pātaka o Rākaihautū Banks Peninsula Community Board 2022-25 Summary Report

Community Board Resolved BKCB/2025/00059 Original Officer Recommendation accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in Te Pātaka o Rākaihautū Banks Peninsula Community Board 2022-25 Summary Report.

Asif Hussain/Jillian Frater

Carried

12. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - August 2025

Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - August 2025.

Community Board Resolved BKCB/2025/00060

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - August 2025.

Nigel Harrison/Jillian Frater

Carried

Community Board Resolved BKCB/2025/00061

2. That the unspent balance of the Better Off Funding allocated for the Diamond Harbour Hall driveway repairs be reallocated to the Diamond Harbour & District Health Support Group, to support the installation of a handrail in the medical centre carpark.

Nigel Harrison/Cathy Lum-Webb

Carried

Community Board Resolved BKCB/2025/00062

3. That the Board request a workshop on public toilets in Te Pātaka o Rākaihautū Banks Peninsula, covering their locations, condition, maintenance programme, and repairs and renewals schedule.

Nigel Harrison/Asif Hussain

Carried

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

Part B

Board members exchanged information on matters of mutual interest:

- The Akaroa Heritage Park recently held its Annual General Meeting and is seeking additional volunteers.
- The Board discussed continuing advocacy for the community with the Lyttelton Port Company.
- The Board noted the recent Canterbury Police review and its impact on rural communities.
- Some Board members attended the Local Government Conference in Christchurch.
- The Lyttelton Energy Transition Society recently hosted a community talk.
- An information session on Naval Point was held recently.
- The Community Open Day at Rāpaki Marae was well attended.
- Cass Bay recently sought community feedback on the playground.
- Tree planting projects are continuing.

Karakia Whakamutunga

Unuhia, unuhia	Draw on, draw on,
Unuhia ki te uru tapu nui	Draw on the supreme sacredness
Kia wātea, kia māmā, te ngākau,	To clear, to free the heart, the body and the
Te tinana te wairua i te ara takatā	spirit of mankind
Koia rā e Rongo, whakairia ake ki runga	Rongo, suspended high above us (i.e. in ‘heaven’)
Kia tina! TINA! Hui e! TĀIKI E!	Draw together! Affirm!

Meeting concluded at 10.45am.

CONFIRMED THIS 25 DAY OF AUGUST 2025

NIGEL HARRISON
MEETING CHAIRPERSON



**Te Pātaka o Rākaihautū
Banks Peninsula Community Board
OPEN MINUTES**

Date: Monday 25 August 2025
Time: 10:00 am
Venue: Akaroa Boardroom,
78 Rue Lavaud, Akaroa

Present

Meeting Chairperson Nigel Harrison
Members Lyn Leslie (via audio/visual link)
Jillian Frater
Cathy Lum-Webb
Luana Swindells

Principal Advisor
Penelope Goldstone
Manager Community Governance
Tel: 941 5689
penelope.goldstone@ccc.govt.nz

Meeting Advisor
Liz Beaven
Community Board Advisor
Tel: 941 6601
liz.beaven@ccc.govt.nz
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Part A Matters Requiring a Council Decision

Part B Reports for Information

Part C Decisions Under Delegation

Karakia Tīmatanga

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Part C

Community Board Resolved BKCB/2025/00053

That the apologies for absence from Tyrone Fields and Asif Hussain be accepted.

Nigel Harrison/Cathy Lum-Webb

Carried

Howard Needham was absent from the meeting and no apology was received.

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B

There were no declarations of interest recorded.

3. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

3.1 67 and 67A Rue Lavaud (BP Meats site) – Progress and Next Steps following 7 April 2025 Board Resolutions

Marie Haley, representing the Akaroa Civic Trust, spoke to the Board regarding Item 4 - 67 and 67A Rue Lavaud (BP Meats site) – Progress and Next Steps following 7 April 2025 Board Resolutions.

3.2 67 and 67A Rue Lavaud (BP Meats site) - Progress and Next Steps Following 7 April 2025 Board Resolutions

Victoria Andrews, local resident, spoke to the Board regarding Item 4 - 67 and 67A Rue Lavaud (BP Meats site) - Progress and Next Steps Following 7 April 2025 Board Resolutions.

3.3 67 and 67A Rue Lavaud (BP Meats site) – Progress and Next Steps following 7 April 2025 Board Resolutions

Lesley Sales, local resident, spoke to the Board regarding Item 4 - 67 and 67A Rue Lavaud (BP Meats site) - Progress and Next Steps Following 7 April 2025 Board Resolutions.

4. 67 and 67A Rue Lavaud (BP Meats site) - Progress and Next Steps Following 7 April 2025 Board Resolutions

Community Board Resolved BKCB/2025/00054 Original Staff Recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the 67 and 67A Rue Lavaud (BP Meats site) - Progress and Next Steps Following 7 April 2025 Board Resolutions Report.
2. Notes that the decision in this report is assessed as medium significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Agrees that the best potential future land uses of the site would be a yet to be determined mix of Commercial Activity, Residential Activity, a small stormwater treatment device (as per 7 April 2025 report) and Managed Retention for Future Needs, including the following activities (emergent from the recent community engagement meetings):
 - a. temporary community activation space on the middle third of the site; and
 - b. temporary parking (Rear third option 1) or permanent residential (Rear third option 2) on the rear third of the site.
4. Instructs staff to undertake Phase 2 of community engagement on the shortlisted potential future land uses, as generally outlined in paragraph 4.46 of this report.
5. Notes that the outcome of that community engagement will be reported back to the Community Board to finally decide on the future use of the site, along with delivery/implementation options to facilitate appropriate ownership and management option(s), in early 2026.
6. Delegates authority to the Manager Property Consultancy 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.

Nigel Harrison/Cathy Lum-Webb

Carried

Karakia Whakamutunga

Unuhia, unuhia	Draw on, draw on,
Unuhia ki te uru tapu nui	Draw on the supreme sacredness
Kia wātea, kia māmā, te ngākau,	To clear, to free the heart, the body and the
Te tinana te wairua i te ara takatā	spirit of mankind
Koia rā e Rongo, whakairia ake ki runga	Rongo, suspended high above us (i.e. in 'heaven')
Kia tina! TINA! Hui e! TĀIKI E!	Draw together! Affirm!

Meeting concluded at 10.52am.

CONFIRMED THIS 8th DAY OF SEPTEMBER 2025

LYN LESLIE
CHAIRPERSON

Unconfirmed

Item 3 - Minutes of Previous Meeting 25/08/2025



7. Akaroa Museum Advisory Committee Meeting Minutes

Reference Te Tohutoro: 25/1671886
Responsible Officer(s) Te Pou Matua: Linda Burkes, Banks Peninsula Governance Advisor
Accountable ELT Member Pouwhakarae: Andrew Rutledge, General Manager Citizens and Community

1. Purpose of Report Te Pūtake Pūrongo

Akaroa Museum Advisory Committee Minutes have been received.


Name	Subject
Akaroa Museum Advisory Committee Confirmed Meeting Minutes	20 August 2025

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the minutes of the Akaroa Museum Advisory Committee:
 - a. Akaroa Museum Advisory Committee Confirmed Minutes 20 August 2025

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Akaroa Museum Advisory Committee 20 August 2025 Minutes	25/1695682	20



Akaroa Museum Advisory Committee OPEN MINUTES

Date:	Wednesday 20 August 2025
Time:	2.04 pm
Venue:	Akaroa Boardroom, 78 Rue Lavaud Akaroa
Present	
Meeting	
Chairperson	Nigel Harrison - Te Pātaka o Rākaihautū Banks Peninsula Community Board Representative
Members	John Curry - Friends of the Museum (FOAM) Diana Stronach - Friends of the Museum (FOAM) Pam Richardson – Community Representative

Banks Peninsula Governance Advisor
Linda Burkes
Tel: 941 8138
linda.burkes@ccc.govt.nz
Website: www.ccc.govt.nz

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Akaroa Museum Advisory Committee
20 August 2025



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

Karakia Tīmatanga

The agenda was dealt with in the following order.

Election of temporary Chairperson

In the absence of the Chairperson, the Governance Advisor opened the meeting and called for nominations for a temporary Chairperson.

Committee Resolved AMA/2025/00009

That Nigel Harrison be elected the meeting Chairperson for the meeting of the Akaroa Museum Advisory Committee on Wednesday 20 August 2025.

John Curry/Diana Stronach

Carried

A moment of silence was observed in respect to the passing of Ian Richardson.

1. Apologies Ngā Whakapāha

Part C

Committee Resolved AMA/2025/00010

That the apology for absence from Asif Hussain and the apology for lateness from Pam Richardson be accepted.

Diana Stronach/John Curry

Carried

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B

There were no declarations of interest recorded.

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

Part C

Committee Resolved AMA/2025/00011

That the minutes of the Akaroa Museum Advisory Committee meeting held on Wednesday, 21 May 2025 be confirmed.

Diana Stronach/Nigel Harrison

Carried

Akaroa Museum Advisory Committee
20 August 2025



4. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

There were no deputations by appointment.

5. Collecting at Akaroa Museum - why, what and how

Committee Resolved AMA/2025/00012 Officer recommendation accepted without change


That the Akaroa Museum Advisory Committee:

1. Receives the information in the Collecting at Akaroa Museum - why, what and how Report.

John Curry/Nigel Harrison

Carried

Attachments

- A Collecting at Akaroa Museum Presentation - Akaroa Museum Advisory Committee - Wednesday 20 August, 2025 

Pam Richardson arrived at the end of Item 5, Collecting at Akaroa Museum – why, what and how.

6. Friends of Akaroa Museum (FOAM) – President’s Update

Officer Recommendation

That the Akaroa Museum Advisory Committee:

1. Receives the information in the correspondence report Friends of Akaroa Museum (FOAM) – Presidents Update dated 20 August 2025

Committee Resolved AMA/2025/00013

That the Akaroa Museum Advisory Committee:

1. Receives the information in the correspondence report Friends of Akaroa Museum (FOAM) – Presidents Update dated 20 August 2025
2. Notes the correction: that the Financial Report pertains to the year 1 July 2024 through to 30 June 2025.

Nigel Harrison/Diana Stronach

Carried

7. Akaroa Museum Director's Update

Committee Resolved AMA/2025/00014 Officer recommendation accepted without change

That the Akaroa Museum Advisory Committee:

1. Receives the information in the Akaroa Museum Director's Update Report.

John Curry/Pam Richardson

Carried

Akaroa Museum Advisory Committee
20 August 2025

Christchurch
City Council 

8. Committee Members' Exchange of Information Te Whakawhiti Kōrero a ngā Mema Komiti

Part B

Members shared the following information:

- There is a flag stuck in the tree beside the museum. When a neighbouring tree is removed by Council, staff will endeavour to get the flag removed.
- Early Learning children are keen to come and visit the museum. A request was made for someone to spend some time showing the children around.
- The Akaroa Museum has not been included in the latest edition of the Akaroa and the Bays Room compendium and some errors have also been identified.
- Nice progress happening with Britomart Reserve. The Committee will be provided information at the next meeting about the Victoria Inn that was located at the bottom of the Britomart reserve.
- Council has installed an impermeable boundary with the BP Meats site in the form of a solid wooden fence. The museum has no plans for utilising any of the BP Meats site.
- The importance of highlighting/reflecting on the current health of the harbour and fishing stock in comparison to years gone by was raised. The Museum has had exhibitions on this subject.

Karakia Whakakapi

Meeting concluded at 3.15pm.

CONFIRMED BY THE CHAIRPERSON AND GOVERNANCE ADVISOR PURSUANT TO STANDING ORDER 23.4

PENELOPE GOLDSTONE
GOVERNANCE MANAGER

NIGEL HARRISON
CHAIRPERSON



**Akaroa Museum Advisory Committee
MINUTES ATTACHMENTS**

Date: Wednesday 20 August 2025
Time: 2 pm
Venue: Akaroa Boardroom, 78 Rue Lavaud Akaroa

TABLE OF CONTENTS NGĀ IHIRANGI	PAGE
5. Collecting at Akaroa Museum - why, what and how	
A. Collecting at Akaroa Museum Presentation - Akaroa Museum Advisory Committee - Wednesday 20 August, 2025.....	3

Collecting at Akaroa Museum



Why, how and what

Attachment A Item 5
Attachment A Item 7

Why:

Statement of purpose:

Akaroa Museum collects, preserves, researches, interprets, displays and otherwise makes available to the public, material and information relating to the natural and cultural heritage of Banks Peninsula.

“1.2 Museum development overview

Akaroa Museum meets a public demand for the preservation and interpretation of the unique heritage and history of Banks Peninsula.”

Akaroa Museum Acquisitions and Disposals Policy, p. 3.

Attachment A Item 5

Attachment A Item 7

How:

Three methods of collecting are:

1. *Active collecting*
2. *Opportunistic collecting*
3. *Passive collecting*

Attachment A Item 5 Item 7

Akaroa Museum Advisory Committee
20 August 2025

Christchurch
City Council

Opportunistic collecting
2019.42.1 – the Stanford Family
Pātaka Cabinet. This is co-owned by
the Akaroa Museum and CAG. A
different approach to collecting.
FoAM paid Akaroa Museum's portion
of the acquisition price



Attachment A Item 5

Attachment A Item 7

How:

4. Limitations on collecting

Objects that fit the above collecting criteria may not be deemed fit for acquisition for a variety of additional reasons. The Museum will endeavour to recommend a more appropriate institution for rejected material where possible.

4.1 Geographical Boundary

The Museum will restrict its collecting to objects that are from, or have a relationship to, the Banks Peninsula area (excluding the Lyttelton Harbour basin, refer attached map, Appendix, p.20).

4.2 Legal and Ethical

If the Museum, after going through due diligence (6. below) is not satisfied of the legality of the object, the claim to title of the potential donor/vendor, or finds that obtaining the object would be in some way ethically unsound, then it will not pursue collecting the object. Collecting activity, including dealing with donors or vendors, should not compromise Christchurch City Council's responsibility as a good employer to provide a safe working environment.

4.3 Loans

The Museum will not accept items offered as 'Permanent Loans', and will usually reject an object with limitations to full title. The Museum will however consider 'shared ownership' in certain circumstances. This will require formalisation and may be managed as loans-in, acquired with agreed restrictions, or acquired with agreed short-notice on and off the Museum premises access for cultural reasons. The method of management will be decided on a case by case basis.

4.4 Human Remains

The Museum will not acquire human remains, but will consider objects fashioned from human bone under guidance from Ōnuku Rūnanga and other relevant sources ([Museums Aotearoa Code of Ethics & Professional Practice \(2013\)](#), Appendix B, Human Remains Policy and Practice).

4.5 Adequate Care

The Museum will only collect objects that it deems it is able to give adequate care. Adequate care refers to the physical, intellectual and, particularly for objects such as *taonga*, the spiritual states of the object.

- Reasons for rejecting objects on their physical state include:
 - Size – The object is deemed too large or heavy to store or display either with or without specialist equipment
 - Fragility - An object is too fragile to handle or store or display without specialist equipment or storage facility
 - Condition - An object is unstable or requires a degree of conservation or other intervention that is beyond the resources available (including through grants)
 - Risk - An object is deemed to present an unmanageable danger to staff, visitors or the rest of the collection (e.g. infestation, radioactivity, etc.)

- Reasons for rejecting an object on its intellectual state include:
 - A lack of expertise within the staff to document or interpret an object
 - The extent of a collection presenting an overwhelming burden of work to document adequately and completely
 - A weak provenance or lack of contextual information that research cannot recover
 - Duplication without other claims to uniqueness (e.g. through association)
- Reasons for rejecting an object on its spiritual state include:
 - A spiritual danger or barrier to staff (or potential future staff) or visitors
 - Inability to adequately provide tikanga

4.6 Cost / Ongoing Cost

The Museum may not take up an opportunity to collect an object due to the cost of acquiring the object, or the cost of maintaining, restoring or repairing an object once acquired, with view to 4.5 above.

4.7 Expert Advice

The Museum may not take up an opportunity to collect an object following advice received from colleagues, relevant rūnanga, or other experts in the relevant field during consultation.

Akaroa Museum Advisory Committee
20 August 2025

Christchurch
City Council

How:

Akaroa Museum		Object Entry Form
<small>71 rue Lavaud / PO Box 35, Akaroa, 7542, New Zealand Phone 0064 3304 1013 Email akaroa.museum@ccc.govt.nz www.akaroamuseum.org.nz</small>		
Owner	Owner's Representative (if different)	
Name:	Name:	
Address:	Address:	
Phone / Email:	Phone / Email:	
Basis of authority to act for Owner:		
Description of object(s)		
Number of objects:		
Temporary Deposit		
<input type="checkbox"/> Identification I leave the object(s) listed above for identification and have read and understood the terms and conditions listed overleaf.		
Signed:	Date:	
Donation		
<input type="checkbox"/> Donation I offer the object(s) listed above as a gift to Akaroa Museum		
I certify that I am the legal Owner or the Owner's Representative and have read and understood the terms and conditions listed overleaf.		
Signed:	Date:	
Museum Signatory		
Receipt of the object(s) described above is hereby acknowledged on behalf of Akaroa Museum		
Signed:	Date:	
Return		
I, the Owner / Owner's Representative, acknowledge the return of the object(s) listed above indicated by an 'X'		
Signed:	Date:	

Akaroa Museum Te Whare Taonga		Deed of Gift
Background		
A. Akaroa Museum Te Whare Taonga (part of the Art Gallery Unit of Christchurch City Council) is situated at 71 rue Lavaud, Akaroa ('the Museum'). B. The Donor ('Donor', as defined in point 1 of the Schedule) wishes to gift the work or works specified in point 2 of the Schedule ('the Work') to the Museum. C. The Museum wishes to accept the gift.		
Terms		
1. GIFT		
1.1 The Donor hereby donates the Work to the Museum. 1.2 The Donor promises and warrants that: (a) the Donor is the owner of the Work or is otherwise entitled to make this gift; (b) no other person's consent or permission is required to make this gift; (c) to the best of the Donor's knowledge, if the Work has been exported from any country, that export conformed with the laws of such country and its importation into New Zealand conformed with New Zealand law; (d) the Donor has received no notice of any claim that may affect any of the promises and warranties the Donor makes in this Deed and, in particular, knows of no adverse claim or notice relevant to ownership of the Work; (e) unless otherwise indicated in point 2 of the Schedule, the Work is original and authentic. 1.3 Any documentation that the Donor has provided and that is listed in the Schedule is included in the donation. The Donor promises that, to the best of the Donor's knowledge, the Documentation is true and accurate.		
2. PROPERTY		
2.1 Title in the Work is unencumbered and unrestricted. 2.2 From the date of this Deed, the Museum owns all legal and beneficial right, title and interest in the Work, and may deal with it in accordance with its policies and procedures (as they may apply from time to time).		
3. ACKNOWLEDGEMENT		
3.1 The Donor requests that the Museum acknowledge the Donor and the donation as set out in point 4 of the Schedule.		
Please initial page		
<small>Akaroa Museum Te Whare Taonga 71 rue Lavaud, PO Box 35, Akaroa, 7542, New Zealand Phone 0064 3304 1013 Email akaroa.museum@ccc.govt.nz Website www.akaroamuseum.org.nz</small>		

Attachment A Item 5
Attachment A Item 7

How:

NB, duty of care – technically, once an object comes into the museum we have a duty of care over it, even if we don't want it.

Foundlings – sometimes things are left on the doorstep after hours: no information, no donor, no context. Abandoned things technically exist in no-mans-land. There is no one to sign it over to the museum and we need to take care of it.



Attachment A
Item 5
Attachment A
Item 7

Akaroa Museum Advisory Committee
20 August 2025

Christchurch
City Council

How:

Research may need to be carried out

2025.14.2 Patu muka [pestle or beater]

Arrived in museum identified as a Mahe [stone sinker]. Thought that was incorrect and consulted with Hatesa at Canterbury Museum and Dougal Austin at Te Papa to confirm identification as an *unusually small* patu muka [pestle or beater] – as Hatesa said, “a travel friendly version”



Attachment A Item 5

Attachment A Item 7

Objects Catalog

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Sort by Accession#

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Screen View

Archaeology

Art

Geology

History

Natural History

Custom

Collection

Object ID

Object Name

Other Name

Other#

Old#

Accession#

Home Location

Date

Year Range

Catalog Date

Cataloged by

Status Date

Status by

Status

025/2025142.JPG

Image Management (1 of 2)

● Archaeology

● Art

● Geology

○ History

● Natural History

● Custom

Description

Patu muka - pounder or pestle for softening flax fibre. Basic faceting into four sides. Waist at butt end. Unusually small, suggesting intended to be portable. End has distinct patina, presumably resulting from use.

Collector

Site /Site#

Pl of Origin

Event

Material

Found

Made

Used

Owned

Title

Creator

Role

Provenance

Records = 5416

☑ Include in Web Export

View Web

Updated by Daniel Smith

Updated 23/07/2025 04:28 PM

Update History

Attachment A **Item 5**

Attachment A **Item 7**

How:

The decision to collect or not to collect hinges on weighing up the value of the object as primary evidence.

“The proposed acquisition must meet the parameters outlined in this document and be useful to the Museum in fulfilling its mission. It is preferable that an object is *richly informative*.”
(A&D Policy, p. 9 – emphasis added.)

Attachment A Item 5

Attachment A Item 7

What:

“Although the collections have been developed around a variety of themes... a key shared theme is an association with Banks Peninsula related individuals and families/whānau.”

Akaroa Museum Acquisitions and Disposals Policy, p. 6.

Collection categories: archaeology; archives and ephemera; costume and textiles; fine art; library; natural history; photography and postcards; social history; taonga

Akaroa Museum Acquisitions and Disposals Policy, pp. 6-8.

Attachment A Item 5

Attachment A Item 7

Akaroa Museum Advisory Committee
20 August 2025

Christchurch
City Council

What:

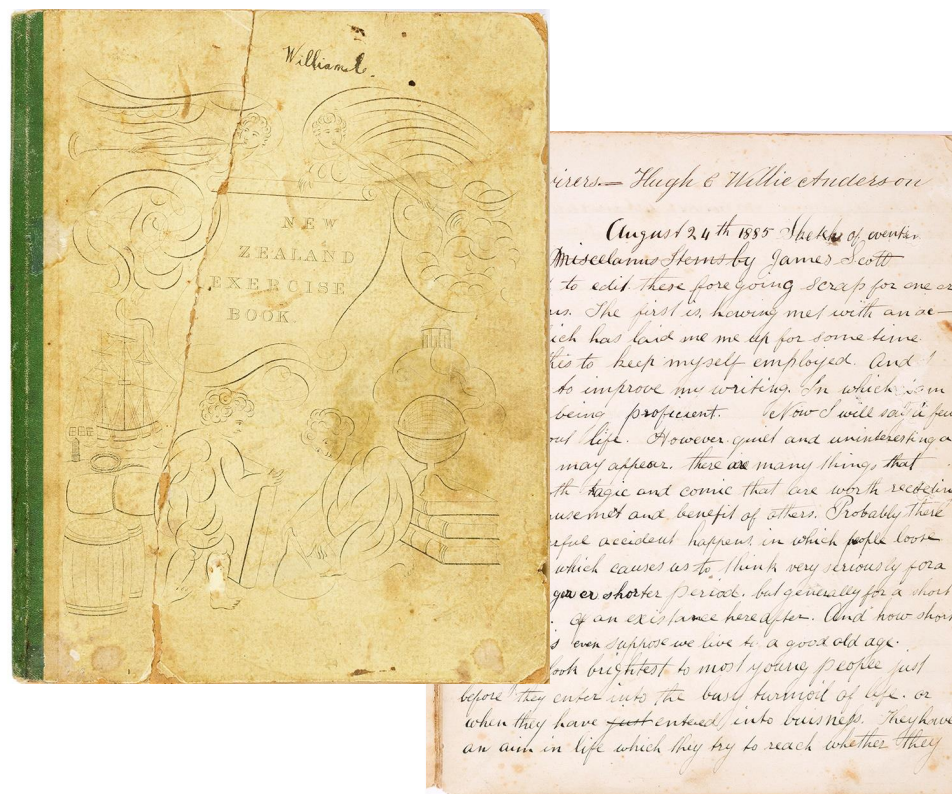
Example 1

2025.11.1 Manuscript

James Scott of Le Bons Bay - travel and
work 1883-1885

A memoir about itinerant work in the mid-1880s. James Edward Scott (1865-1953) travels south in his first trip, returns to Le Bons, then leaves to travel north. After an accident returns back to Le Bons Bay.

Although away from family, community and church, he is not isolated. Brothers and friends follow and meet up with him, and he is able to return home unlike migrant workers (as in Fairburn's atomisation thesis – bondless, lonely migrants and the high suicide rate of the time)



Attachment A
Item 5
Attachment A
Item 7

[illegible]

Attachment A Item 5

Akaroa Museum Advisory Committee
20 August 2025

Christchurch
City Council

What:

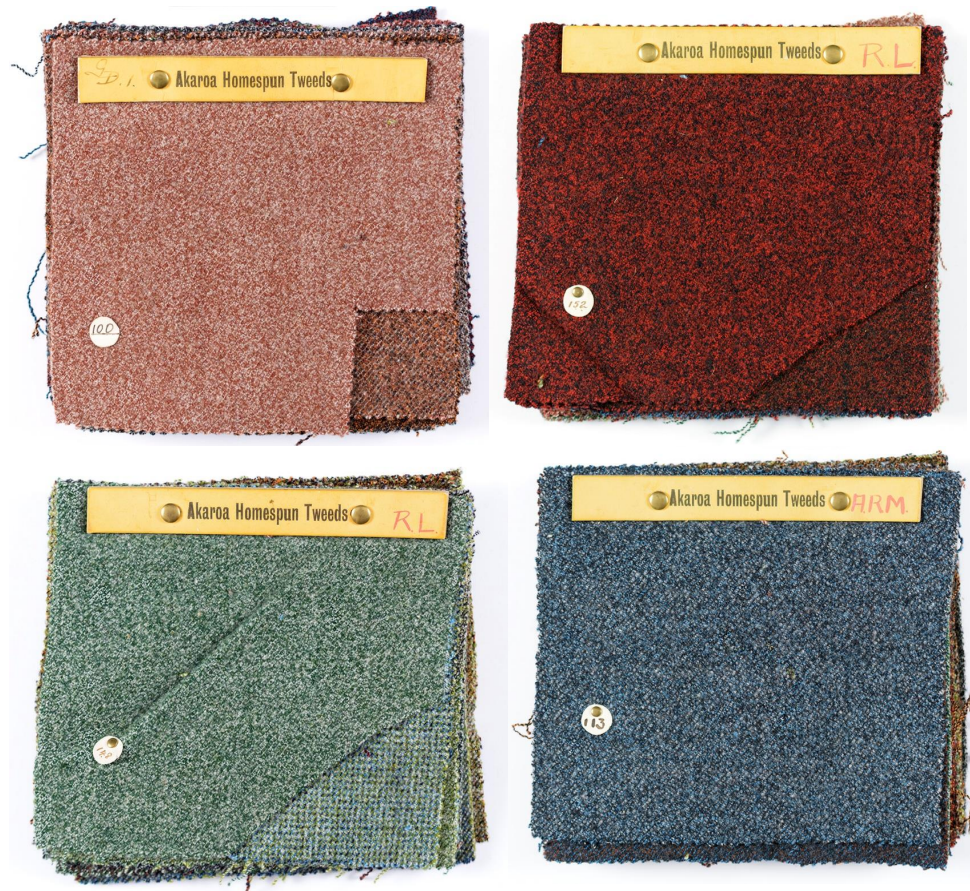
Example 2

2025.13.1-.12 Sales samples

Akaroa Homespun Tweeds, 1938-1949

Eleven bundles of tweed samples,
showing the variety of colourways
available. Each swatch numbered.

This collection can operate as an index to
the variety of colourways available from
the Akaroa weaver. It could be used to
help identify tweed in the future. NB no
herringbone tweeds in the collection. So a
different selection of tweeds to the
existing tweed sampler in the collection.



Attachment A Item 5 Item 7

Akaroa Museum Advisory Committee
20 August 2025

Objects Catalog

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Sort by Accession#

Screen View

Archaeology

Art

Geology

History

Natural History

Custom

Other Views

Appraisal

Condition

Dimensions

Lexicon

Location

Notes & Legal

People - Subjects

Classification

Search Terms

Relations

Repatriation

Source

Inscription

Maker's Mark

Lists

Collection

Object ID

Object Name

Other Name

Other#

Old#

Accession#

Home Location

2025.13.11

Sales-sample

E0622

2025.13

Harrison, Nigel

Textile Store:Rolled Textile Unit 1:Shelf 1:Box T126

Date

Year Range

Catalog Date

Cataloged by

Status Date

Status by

Status

1938 thru 1949


29/07/2025

Daniel Smith

29/07/2025

Daniel Smith

OK



025\20251311.JPG

Image Management (1 of 1)

History

● Archaeology ● Art ● Geology ○ History ● Natural History ● Custom

Description

17 swatches of machine woven tweed, none with a numbered label (unlike other bound swatches in collection), held together with a brass butterfly pin pushed through. The swatches are roughly cut rectangles.

Swatches are all variations on blue. Top swatch has two sticky labels, one stamped "Alisa Stewart". Another label the same is loose with collection.

Collector

Site /Site#

PI of Origin

Event

Material

Found

Made

Used

Owned

Wool

Akaroa

Title

Creator

Role

Provenance

Part of a collection of Akaroa Homespun Tweed samples woven at the Akaroa tweed factory, established 1938, closed April 1949. Purchased by donor at an antiques fair at Lincoln.

Records = 5416

☑ Include in Web Export

View Web

Updated by Daniel Smith

Updated 04/08/2025 03:49 PM

Update History

Attachment A Item 5

Attachment A Item 7

Akaroa Museum Advisory Committee
20 August 2025

Christchurch
City Council



Attachment A Item 5
Attachment A Item 7



8. Reserve Committee Meeting Minutes

Reference Te Tohutoro: 25/1671929
Responsible Officer(s) Te Pou Matua: Linda Burkes, Banks Peninsula Governance Advisor
Accountable ELT Member Pouwhakarae: Andrew Rutledge, General Manager Citizens and Community

1. Purpose of Report Te Pūtake Pūrongo

To receive Reserve Committee minutes from:

Minutes Received	Date
Lyttelton Reserves Committee Unconfirmed Minutes	4 August 2025
Duvauchelle Reserve Committee Unconfirmed Minutes	18 August 2025
Stanley Park Reserve Committee Unconfirmed Minutes	20 August 2025
Lyttelton Recreation Grounds Reserve Committee Unconfirmed Minutes	18 August 2025
Okains Bay Reserve Committee Unconfirmed Minutes	20 August 2025
Cass Bay Reserve Committee Unconfirmed Minutes	13 August 2025
Allandale Reserve Committee Unconfirmed Minutes	25 August 2025

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Committees:
 - a. Lyttelton Reserves Committee 4 August 2025 Unconfirmed Minutes.
 - b. Duvauchelle Reserve Committee 18 August 2025 Unconfirmed Minutes
 - c. Stanley Park Reserve Committee 20 August 2025 Unconfirmed Minutes
 - d. Lyttelton Recreation Grounds Reserve Committee 18 August 2025 Unconfirmed Minutes.
 - e. Okains Bay Reserve Committee 20 August 2025 Unconfirmed Minutes
 - f. Cass Bay Reserve Committee 13 August 2025 Unconfirmed Minutes
 - g. Allandale Reserve Committee 25 August 2025 Unconfirmed Minutes

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Lyttelton Reserves Committee 4 August 2025 Unconfirmed Minutes	25/1686816	43
B  	Duvauchelle Reserve Committee 18 August 2025 Unconfirmed Minutes	25/1697019	49
C  	Stanley Park Reserve Committee 20 August 2025 Unconfirmed Minutes	25/1722730	51
D  	Lyttelton Recreation Grounds Reserve Committee 18 August 2025 Unconfirmed Minutes	25/1722733	54
E  	Okains Bay Reserve Committee 20 August 2025 Unconfirmed Minutes	25/1754000	57
F  	Cass Bay Reserve Committee 13 August 2025 Unconfirmed Minutes	25/1772223	60
G  	Allandale Reserve Committee 25 August 2025 Unconfirmed Minutes	25/1772224	63



Lyttelton Reserves Committee MEETING MINUTES

Notice of Ordinary Meeting:

An Ordinary meeting of the Lyttelton Reserves Committee was held on:

Date: 4 August 2025

Time: 7:00 pm

**Venue: Community Boardroom, 25 Canterbury
Street, Lyttelton**

1. Meeting Opening with a karakia

Meeting opened at 7:04pm with a karakia from Hamish.

2. Attendance

Joshua Merriam, Cliff Mason, Hamish Fairbairn, John Garrett, Daryl Warnock, Bianca Woyak

Apologies

Kirsty Brennan

CCC Staff: Paul Devlin

Not present

3. Declarations of Interest

Bianca- We have received confirmation from LPC of a successful grant application for Bianca to run the Education Program with Lyttelton School. Conflict of interest with Bianca getting paid as a contractor to run the 8 lesson Education Program. See outline below of the Education

Program. Bianca needs to get a separate body to hold the money. Can CCC do this like they did for the Biodiversity report on Whakaraupo?

4. Public Forum

5. Confirmation of Minutes

Resolution: That the Minutes of the Reserve Committee meeting held on 7 July are confirmed.

Moved: Hamish ; **Seconded:** Bianca

6. Health and Safety

Daryl- There is still a standing dead tree by the swing. It is in the same area as the previous ones taken out.

John- There is still part of the tree that is dead beside the track.

7. Matters Arising

Actions from previous minutes

CCC to action the installation of water storage and irrigation for Urumau. (CCC) Look to progress in the Spring.	complete
Assess the feasibility of track development as per the Triennial Plan. Specifically loop track on LPC land. (Kirsty)	in progress
Assess the feasibility of track development as per the Triennial Plan. (CCC)	In progress
CCC to provide updated pdf imagery for Whakaraupō Reserve for reference (Paul)	
CCC to provide feedback to the committee on the use of AT220 automatic traps being used within both the reserves (CCC)	In progress
Warning sign for the reserve entrance - high wind hazard (Paul). It is ready to be installed.	In progress
Tūi Track signs missing the macrons- need to reprint 4 (Paul). Paul has been informed and will reprint when printing more signs.	In progress
Investigate the status of the track between Reserve Tce and Foster Tce - the shingle needs topping up (CCC)	In progress
Old fencing wire along the sides of the "Urumau shared track" to be removed (Josh)	In progress
Look into removal of fallen pine tree above track near Sumner Rd - Josh to send location (CCC)	

There is still a standing dead tree by the swing. It is in the same area as the previous ones taken out. Paul to be reminded.	
Assess damage and actions required to reinstate drainage channel along 4WD track (CCC). Has been started.	In progress
Hamish and Di to look at the Old Man's Beard and Wattle tree by 78 Reserve Terrace.	

8. Correspondence

WOPP Flyers about cats- Hamish: The flyers are looking at going out by the end of the month. They are going throughout the harbour, especially in locations close to the reserves and auto-traps. Bianca, Cliff, Iona are happy to volunteer to hand out the flyers. Hamish is working with the CCC on where the traps are positioned. They will have cameras on them to monitor the interactions with cats. They will not be firing during this time.

CCC news post about planting- Cliffs article was successfully published on the council website.

9. Staff Financial and/or Operational Report

10. Special items

Dog poo- do we need signs or a bin? Is this feasible? Could we add this to the interpretation panels.

11. General Business

11.1. Native Planting

Planting behind foster Tce houses urgently need attending to. They are swamped by long grass and some of the guards have collapsed on the plant. Action to schedule time to do.

We have had 3 planting days and successfully planted 1000 plants. These went well and those involved were motivated and happy.

Planting with school- conflict of interest.

Whakaraupō Reserve Planting- Hamish and Bianca met with Di and Nick to survey Whakaraupō to see if planting could happen next year. The species list needs to be updated, Di and Nick to do this.

We need clarification on the amount of trees for next year that we are aiming for. How much funding do we have? (To ask Paul next meeting).

Cliff: Whakaraupō Reserve calls for ecological restoration. Doing things in a way that reverses the

unnatural changes happening to an ecosystem to reverse the 'bad' things that have happened to it. Looking back at the history of the site and topography is important. It is good to look at a reference site nearby. The need to plan out in a lot of detail before putting the trees in the ground. We need as deeply informed intervention as we can and then responding to change as nature takes its course.

Can we get photos to see the natural regeneration of Whakaurapō Reserve?

11.2. Pest Plants

Hamish to meet with Di about weeds.

Daryl- There is an area of thick weeds on Gilmore near Andy's house- OMB and Boneseed.

11.3. Pest Animals

WOPP Unite evening to celebrate trapping so far.

11.4. Track Development

11.5. Track Maintenance & drainage

Damage to drainage channel along 4WD track has now been remediated by the contractor as discussed by CCC.

LPC has approved the use of the remaining gravel for the Looper track. Josh to organise.

11.6. Fire prevention

The water tanks are not there for fighting fires.

11.7. Erosion & Sediment Control

11.8. Signage

Interpretation panel/ map is in progress.

11.9. Pine & Eucalyptus Plantation

11.10. Engagement

Meeting ended at 8:07pm
Next Meeting Monday 1st September 2025

Urumau Reserve Biodiversity Education Project

Lyttelton School | 2025–2026

Project Summary

Lyttelton School, in partnership with the Lyttelton Reserve Committee, is running an 8-lesson environmental education programme aimed at restoring native biodiversity in Urumau Reserve. Students will combine hands-on restoration work with classroom learning, exploring local history, ecology, and their role as kaitiaki (guardians) of their environment.

Timeline & Lesson Focus

Term	Lesson	Type	Focus
Term 3, 2025	Lesson 1	On-site	Introduction to Urumau; Planting 100 native trees
	Lesson 2	In-class	Importance of native trees; Uses of trees; Tree ID
Term 4, 2025	Lesson 3	On-site	Tree identification; Maintenance; Pest species control
	Lesson 4	In-class	Special features of planted trees; Rongoā Māori and medicinal uses
Term 1, 2026	Lesson 5	On-site	Bioblitz: Discovering living species at Urumau
	Lesson 6	In-class	Analysing Bioblitz data: Endemic, native, and introduced species

Term 2, 2026	Lesson 7	On-site	Pest species removal; Monoculture pine impacts on biodiversity
	Lesson 8	In-class	Visioning the future: How to encourage more native species

Project Lead – Bianca Woyak

Bianca Woyak is an award-winning educator passionate about Field-Based STEM learning and environmental education. With a background in leading biodiversity and sustainability projects in schools, Bianca brings hands-on ecological knowledge and a commitment to fostering student kaitiakitanga. She is a recipient of the Prime Minister's Science Teacher Prize and has led several community-based conservation initiatives, making science and local history come alive for tamariki.

Community Support Partners

We are grateful for the support of:

- Lyttelton Reserve Committee
- Lyttelton School
- Lyttelton Port Company
- Conservation Volunteers

Curriculum Links

This project aligns with Aotearoa NZ Histories (Tūrangawaewae | Relationship to Place), Science (Ecology, Nature of Science), and Social Sciences (Sustainable resource use, community action).

Duvauchelle Reserve Committee MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Monday 18 August 2025
Time: 5.30pm
Venue: Duvauchelle Community Centre

Present: **Chair** Fiona Barnes
Committee Geoff Carter, Jacque McAndrew, Bruce Watts, Ian Whenmouth
In Attendance: **CCC Representative** Colin Jacka
BPCB Representative Nil
Managers Tracy MacLeod
Visitors Nil

1. **Apologies** Nil
2. **Declarations of Interest** Nil
3. **Public Forum** Nil
4. **Confirmation of Minutes**
Motion: That the minutes of the previous meeting held on 21 July 2025 be confirmed.
Moved: Fiona Seconded: Jacque Carried.
5. **Matters Arising**
Treetech have done a reasonable job of trimming the trees and the tidying up the road frontage.
6. **Health and Safety** Nil
7. **Correspondence**
Inward Nil
Outward: Site 18 re-allocation declined
Motion: That Outward Correspondence be approved.
Moved: Ian Seconded: Bruce Carried
8. **Staff Financial/Operational Report**
No report presented at this meeting.
9. **Update from Working Groups** Nil

Manager's Report

Tod started installing the cables for the camera and Wi-Fi systems today.
The painting of some of the cabins is underway.
Significant dry rot has been found on the house side of the pavilion. Tracy will get a quote for repair.
The main house needs replacement carpet, as does the flooring in the bathroom, kitchen and office.
GSL has been booked in to do the spraying next month.

CCC Rep Report

Cabin fees have been adjusted slightly in preparation for the coming busy season.
Colin has been working with the Engagement Team to establish the process for consultation about Annual Site Holders.
The establishment of the new Managers' Team Leader role is now confirmed, with an appointment expected soon.

10. General Business

Fiona raised the matter of Holiday Park users cleaning fish on the foreshore and not disposing of the frames out in deep water. (Is more educational signage required?)

The Committee proposed the following amendment to Rule 14.

Motion: That rule 14 be amended to read "Cleaning of fish or fishing nets is prohibited in the area of the Holiday Park, including the foreshore"

Moved: Fiona Seconded: Bruce Carried

-

Meeting closed at 6.10 pm

11. Next Meeting: Duvauchelle Community Centre at 5.30pm on Monday 15 September 2025

Stanley Park Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Wednesday 20 August 2025

Time: 9am

Venue: Akaroa Community Boardroom

Present

Charles de Lambert (Chairperson), Elizabeth Haylock (Vice Chairperson), Barry Brunton, Kit Grigg, Adam Martin, Pam Whyte, Dave Whyte and Sarah Ott

In Attendance

Suky Thompson

1. Apologies

Peter Haylock, Hannah Murdoch, Dave Janett, Chris Mangels

Moved: Elizabeth Haylock / Pam Whyte

2. Declarations of Interest

Nil

3. Public Forum

Suky Thompson

4. Confirmation of Minutes

That the minutes of the previous meeting held on 21 May 2025 at the Christchurch City Council Akaroa Boardroom be confirmed.

Moved: Elizabeth Haylock / Pam Whyte

5. Matters Arising

5.1 To carry forward - Mario is to attend to Periwinkle, blackberry and broom however Hannah has previously advised this is not currently a priority. Elizabeth commented that weeding teams had been in the park on at least two occasions since the last meeting and although significant work had been done weeds were still a concern. In particular:

- Gorse on neighbouring McGovern property at top of park and at 17 Rue Noyer (this needs to be cleared back 10 metres)
 - Bone seed below weather station and at top of park
- 5.2 Sarah emailed Nigel Harrison on 8 August to get an update regarding his comment at the February meeting that the Community Board was looking to tourism funding to help repair and enhance the track network. No response has been received to date.
- 5.3 Hannah circulated the latest CCC website map prior to the meeting and has asked the Committee to check this. Upon review it was noted that the map is not accurate (eg contains a track from Penlington gate down the fence line which is not a track, some upper tracks in the park are included). The Committee agreed the CCC website should reflect the map as detailed on the sign at entrance to the park on Beach Road. Suky offered to GPS the park tracks so that this could be sent to CCC for upload. The committee supported this initiative. Suky to action and share.
- 5.4 Hannah has advised a QR code can be added to the sign at the main entrance. The Committee are supportive of this however wish to ensure that any QR code links to an accurate map. Adam suggested that the Committee could control where the QR is linked to either the Rod Donald Trust or CCC website depending on which was accurate. Adam to action.
- 5.5 To carry forward - Adam to talk to the ADP representative about ensuring that the information centre staff referred visitors to the CCC walking tracks and bankspeninsulawalks.co.nz websites.
- 5.6 To carry forward - Sarah to draft a good news story / letter to Akaroa Mail editor later in year once funding received / track improvements completed?

6. Health and Safety

- 6.1 The Committee recorded their concern about the lack of progress addressing safety concerns and access to the park with the steep gradient of tracks, rolling gravel and slippery surfaces. The Stanley Park Walking Tracks Comments document written by Technical Services Design to provide high level comment options gave 3 options but nothing in concrete about what they think should be done to resolve the issue. The Committee felt the money spent on that report would have been better spent directly on addressing the immediate track issues.
- 6.2 A local resident reported a recent fall and injury in the park. Pam to follow up and get details to Sarah so that this incident can be formally reported.
- 6.2 Charles reconfirmed that the committee should pass incident details to Sarah who will communicate with Hannah.
- 6.4 It was agreed that Charles would contact Nigel to further discuss the Committees concerns. note: Charles has since reported that Nigel has asked a member of the Committee to come and talk to the Community Board about the poor state of the tracks in Stanley Park

7. Correspondence

- 7.1 Emails sent to and received from Linda regarding May meeting minutes and presentation slide deck.
- 7.2 Emails sent to and received from Mario regarding confirmation of road side mowing areas.
- 7.3 Emails were sent to and received from Linda regarding new Community Board first meeting (no date has been set as yet).
- 7.4 Emails received from Hannah re park map, QR code, Stanley Park Walking Track Comments document and grazing request.

8. General Business

8.1 Track Improvement priorities were discussed. It was agreed that once Suky has completed the GPS survey of the track that the Committee would complete a Park walk with a view to preparing a report detailing track condition, areas of concern and priorities. The Committee decided as part of next year's submission for capital to prepare their own report around the tracks including a priority and work required for the next 3-4 years to upgrade the tracks to a suitable walking standard.

8.2 Committee to continue to report maintenance issues via Snap Send Solve.

8.3 Grazing proposal from Roy Borelli (2 sheep for 1 month) was discussed and approved. It was agreed that the new Committee need to look at the grazing policy with no current licence in place.
note: Hannah has since advised

"Going forward, if the committee are keen to continue grazing for managing the grassland, we would have to look at a formal Grazing Licence. For now, if Roy's sheep are there for just a month, and there is water, and no damage to parks asset, that's fine."

11. Next Meeting

Next meeting TBC subject to timing of inaugural Community Board meeting. Currently scheduled for 19 November - 9am at Christchurch City Council Akaroa Boardroom. Sarah to follow up and once date for the Community Board meeting is confirmed book for the Triennial public meeting with a general meeting to follow.

Meeting closed at 10.25am.



Lyttelton Recreation Grounds Reserve Committee

Meeting Minutes

Minutes of the ordinary meeting held:

Date: Monday 18th August 2025
Time: 6pm
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

Present:

Clinton Norris (Chair), Caroline Norris, Linda Preddy (Secretary),
Jodie Goodmanson (Lyttelton Rugby)

In Attendance:

Cathy Lum-Webb (Banks Peninsula Community Board Representative)
Craig Glen (Lyttelton Rugby)

1. Apologies:

Phil Lindsay (Football)

2. Declarations of Interest:

3. Public Forum:

No Public representation present.

4. Confirmation of Minutes:

Monday 19th May 2025

Jodie Goodmanson/ Clinton Norris

5. Matter Arising:

Jodie questioned if we had information regarding new booking system. Linda Replied we have not received information on it yet.

Jodie was inquiring if we would be getting a report on the ground conditions from the council.

6. Health & Safety:

No Health & Safety recorded.

7. Correspondence:

Kristine Bouw	Showers & puddles in shed
John Furlong	Ground conditions
John Furlong	Checked grounds condition
Jodie Goodmanson	New booking system ground conditions
John Furlong	Govs Bay race
Cathy Lum-Web	Hineata joining committee
Phil Lindsay	Conditions of soccer grounds
Jenna Paton	Cleaning of changing rooms
Jeanna Paton	Photos & videos blocked drains in changing rooms

Clinton Norris/ Jodie Goodmanson

8. Staff Financial/Operations Report:

None to record

9. Update from working groups:

No update

10. Current Ground Bookings:

Lyttelton Rugby Ground bookings for 2025 season February to September Tuesday, Wednesday, Thursday & Saturdays.

Teenage Rugby starts 10th May till 23rd August

Soccer February – September Saturdays

Whakaraupo Sunday soccer league May – September 1:30-4:30

11. General Business:

* Questions were asked regarding opening day of the grounds & who would be invited to the event.

Clinton responded that opening day will be up to the council to invite uses of the grounds etc.

* Memorial plaque unavailing for Flo would be on a different day as discussed before, the committee thinks this event should be solely focused on Netball & Flo's contribution.

* Ground conditions on the soccer grounds have improved, with no soccer being played on the grounds for the last few weeks.

* Changing rooms blocked drains, puddles forming is due to texture of the ground?

* Linda will send email out to Hineata to see if she would like to join the committee to keep her up to date with the Netball information regarding Flo's plaque & Whakaraupo Netball.

12. Next Meeting:

Monday 17th November 2025 at 6pm at the Lyttelton/Mt Herbert Community Boardrooms, 25 Canterbury Street,

Meeting Closed 6:30pm



Okains Bay Reserve Committee Meeting Minutes

Minutes of the Ordinary Meeting held:

Date: Wednesday 20 August 2025

Time: 5 pm

Venue: Okains Bay Campground Office, Okains Bay

Dane Moir opened the meeting at 5.07 pm with karakia.

Present: Wayne Kay (Chairperson), Sharon Henderson (Secretary), Graeme Page, Richard Boleyn, Lester Fletcher and Nick Thacker.

In Attendance

Amour-Jane Ryan, Colin Jacka and Dane Moir (via video link).

1. Apologies

Judy Thacker, Asif Hussain, Kelly Governor, Whitney Hocking and Arpo Deer.

2. Declarations of Interest Nil

3. Public Forum Nil

4. Confirmation of Minutes

Moved Graeme/Lester that the Okains Bay Reserve Committee meeting minutes on 16 April 2025 be confirmed. Carried.

5. Matters Arising

5.1 Okains Bay Reserves Triennial Goals and Operational Plan 2023-26

- Addition of a new fence along front of marae and new entrance needs to be completed before Waitangi Day 2026. Colin and Graeme to work on a plan for fencing.
- Feedback from Board members re: Goals and Priorities to be emailed to Wayne Kay in the next two weeks.

5.2 Cabin update: Painting inside and outside has been completed and a new deck, glass doors and potable water is being sorted. Toilets will be upgraded and pricing assessed. Furniture will be purchased and toaster and kettle provided. This will be completed by Show weekend, so cabins are ready for their trial use.

5.3 Community Hall has been closed until further notice as deterioration of front of building has caused damage and made entry to the hall unsafe.

5.4 Sefton's Park Lease. The lease contract has been resolved.

5.5 Concern at the financial reporting being hard to understand was raised and will be discussed at the next CCC meeting.

5.6 Koukourarata Runanga will send an email with their Values Statement included.

6. Health and Safety Nil.

7. Correspondence

Inward

7.1 Jun 15 email from Wayne Kay re: apology for upcoming meeting and request for Nick Thacker to Chair the meeting. Agenda to include community hall maintenance and Reserve Goals.

7.2 Jun 17 Apologies from Lester, Richard Boleyn, Kelly Governor and Whitney Cocking.

7.3 Jul 17 email from Heather Spreckley re: BPCB Information Session Agenda for Monday 21 July 2025.

7.4 Aug 6 email from Jane Walders re: BPCB Agenda for meeting on 11 August 2025.

7.5 Aug 13 email from Wayne Kay re: meeting reminder for 20 August 2025.

7.6 Aug 15 email from Asif Hussain re: apology for upcoming meeting.

7.7 Aug 18 email from Judy Thacker, Kelly Governor and Whitney Cocking re: apologies for upcoming meeting.

7.8 Aug 19 email from Jane Walders re: BPCB Agenda for meeting on 25 August 2025.

Outward

7.1 Jun 17 email sent to all Board members re: June 18 meeting cancelled.

7.2 Aug 4 email to all Board members with new email for Grame Page.

7.3 Aug 4 email to Graeme with previous minutes and Reserve Goals.

7.4 Aug 11 email to Okains Bay School re: Okains Bay Cemetery public meeting.

7.5 Aug 11 email to Amour re: request to use campground office for cemetery meeting if not fine.

7.6 Aug 18 email to all Board members to confirm the upcoming meeting is on the 20th..

8. Staff Financial/Operational Report

Discussion re: accounts and upcoming changes to staff responsibilities, reporting and support. A new position will be advertised for someone to work between Duvauchelle and Okains Bay Campgrounds.

9. Update from Working Groups Nil

10. General Business

10.1 Planting at the campground will be carried out at Show weekend with another big planting planned in April. DoC nursery will supply appropriate seedlings for the beach area. These will be acclimatised here then planted out when ready. A plan will be documented for work that needs to be completed throughout the year.

10.2 Poplar trees on the fenceline boundary, under the powerlines will be chopped down and the trunks poisoned to prevent regrowth.

Moved Richard/Nick that the Poplar trees along the boundary fenceline be chopped down and the stumps poisoned. Graeme abstained.

10.3 The Board were told that this is the first year that all caravans have been removed from the campground.

10.4 Discussion re: Management Plan has been waiting for a Values Statement from Koukourarata Runanga and this will be actioned accordingly.

10.5 Fencing and signage to be erected at the cave and around the surrounding area of marram grass to keep vehicles off.

10.6 Roof of riverside ablution block needs painting and will be assessed by staff.

11. Next Meeting

The next Okains Bay Reserve Committee meeting will be on Wednesday 15 October 2025 at 5 pm in the Okains Bay Campground Office, Okains Bay.

The meeting closed at 6.20 pm.

Cass Bay Reserve Committee

August 13 - 7.30 to 9.30 - Lyttleton Board Room

Present: Warner Russell, Ine Schils, Tyrone Fields (Comm Board Rep), Jenny Healey, Paul Devlin, Liz Hales, Chris Nee, Karen Banwell and Jeremy Webb

Apologies – Norani Abbas, Taka Kuze, Dave Tayler, Majorie Russell, and Tracy Littlejohn. Hannah Murdoch also gave her apologies

Confirmation of minutes from June 4 - approved the minutes were accurate – Put forward by Warner seconded by Jenny.

Matters Arising – 8 Cass Bay Place came up again, Tyrone put out a request to staff. The compliance team have put a property warning notice on the LIM. There is a continuing need to follow up with the issue of incursion into public space. Staff asked for photos from the Reserve Committee. Staff replied on 17 July.

Pony Point track, Simon Bannister has kindly donated 2 bench seats for the new track, the wood comes from the Governors Bay jetty. The track is very popular and, because not a steep slope, it is being used by families, sadly bikers are also using it at night. There is a section at the beginning that needs work. The path has an all-weather surface and will link to the Memorial track.

Cholmondeley children centre - 16 children put plants in the ground, they will have a space for more trees and will come back in summer to water them. When it is drier they will put bark around them.

There have been three planting days with about 38 at two of them and more than 32 at the other. Jenny has started a Cass Bay Junior conservation club to help young ones participate.

Still got about 80 plants to put in, the next planting day likely will be 30/8. Many are totora from Banks Peninsula Conservation Trust/Te Kāhahu Kahukura and we will need to monitor them for three years. We have 100 Matai, 60 totora and 60 kahikatea, planned for 2026 and need to think about the ecological positioning of the latter. Christ College students will clear easy to reach weed species in November.

Jenny is talking to a master's student who wants to study the soils in the gums and is looking at regenerative projects. Jenny will show him the regenerating areas in Cass Bay, including those areas planted 20 years ago. **ACTION:** Jenny to send contact to Paul D.

Another student project will look at distribution of Homosira banksia or Neptune's necklace, it has found to be stressed in Cass Bay by sediment, and she has been doing water testing. She will do a presentation when finished.

Bunker 10 and other buildings to be cleared of asbestos. A project is underway with CCC. We need to ensure that area is planted out well.

ACTION -Paul to arrange a meeting with Di Carter with Jenny and Ine re the replanting project in the eucalypts. Planted native 600 trees planted under the gums this winter. Some gums need to be removed as well as the wattles, and other pest plants. Similar work being done by CCC across BP varies at the different sites. We need a Pony Point development plan and need a plan to work out what is best for removal of the gums. Other areas to be planted next year are around the dead poplars, which have been tested and clear of asbestos, the playground and under the gums.

Jenny thanked everyone who has been on the committee and who are not standing again. Liz, Tracy and Taka and Majorie. Everyone else is standing again. Jenny will encourage some of those who come to the planting day to join the committee. There was recognition of all those who are stepping down, the Reserve Committee would like to say thank you for their contribution.

Nick Singleton has spoken to Jeremy about a new mountain bike track within Steadfast, although it might be too wet. Nick is assessing the situation.

Jeremy outlined that the last part of the Pony Point track is soft, CCC will check that it is not a water issue. Ine- suggested that we have some working bees over the spring such as releasing the plants etc. the steep areas will need to be hand released.

In September boneseed is in flower, would like to have another go at removing it including other weeds. Many are difficult to get to so not easy for volunteers. Will also talk to Di Carter when have meeting. Will use the school groups to help remove weeds in November.

Ine – spoke of the fliers about trapping in the area – all those within 200m of traps will receive a flier providing information about working to ensure cats will not be trapped. The self-setting traps are activated at night. Trapline in Steadfast and other along the coastal pathway has caught 278 rats, 53 possums, 19 mustelids and 18 hedgehogs and many mice. Steadfast 35 mustelids – stoats and weasels. Have some new keen trappers to do the top line. Have four trappers in Cass Bay. **ACTION** – Ine to send out flier to Jenny and Karen for the trapping workshop in Governors Bay on 21 August.

Penguin – Do not want to encourage them to some areas used by people and dogs. Found penguins at Naval Point but where they are is safe. Need to build a good barrier for white flipper penguins to stop them moving high up in the land. Paul and Phil from CCC will check out the boat shed area for penguins.

Willows in Steadfast – many of the willows that had been poisoned need to be redone as starting to sprout. There are some down in the creek that need attention. Working bees – do one every month. September – boneseed. October – releasing the plantings. Paul will let Jenny know if there are any groups who would like to help.

Jenny- consultation is open on the playgrounds for Cass Bay and Corsair Bay. The play structure is modelled on a waka and will have Māori carvings; they will treat the wood to look like it's been burnt to represent the bay where the fire making trees were. It is an accessible beach, so need to ensure that is usable for all. Submissions need to be in by Sunday Aug 17th. Jenny had a meeting with CCC staff including the designer, park staff and sediment control unit. Will plant flax above to stop sediment load. Jenny handed out the plans for the playgrounds. Work will also be done on Cass Bay Beach, picnic tables and plantings. Consultation for this will be early in the new year.

Triennial Plan – presented by Paul. There are many actions. Develop a Pony Point Landscape Plan for implementation for 2026. Paul will enter a budget figure. Warner wanted to include funding for irrigation, currently water is pumped into the green tank. Warner made suggestions about how to get water to the top tanks. Paul will investigate getting tanks in the appropriate places. Also looking at moving toxic soil on site so don't have to move it out, perhaps put into a bunker and covering. It's about 100k to remove off site. A decision needs to be made soon as is holding up what is happening to the other buildings. Pest funding – Whaka Ora Pest Project will be supported and can carry on with management pest work – 5k for new traps etc. Track development will include track to the summit road; it is more popular than expected and track will need to be upgraded. The Committee agreed to accept the Cass Bay Triennial Plan and Reserve Schedule subject to minor adjustments resulting from feedback provided.

ACTION- Provide feedback to Paul by the end of next week, 22 August, on the plan.

ACTION – will need to order plants soon. Warner would like to target the area between the nursery and up to road to the next planting. It's easy planting. Will need to avoid the rock fall areas.

The Cass Bay Reserves volunteers have amassed 1050 hours since January to August, this year.

Meeting ended at 9.35

Item 8

Attachment F

Allandale Reserve Management Committee

Minutes of Meeting Wednesday 25th August 2025

7:00pm: GB Community Centre

Present: Graham Barrell (GB), Karen Banwell, Kerry Turner, Denis Aldridge, Grania Ormond, Jan Millar

Apologies: Reg Mathews, Martin Stanley

Minutes of Previous Meetings:

1. Motion moved for the minutes of the meeting of July 27th, 2025, be approved as true and correct. Seconded Jan

The Matter Arising – Reopening the hall

1. We need an overview of what needs to be done to get the hall open. Jan and Kerry to manage the hall. GB moved a motion to approve that Jan and Kerry to head the operations with back up support by committee members as needed. Seconded Karen.

Denis posited that Living Springs could potentially manage the hall as they have staff, but this would require a management fee. Experience from LS is that needs more than what is expected, especially around cleaning and organizing.

Graham stated that the running of the hall should be a paid role, the auditor said it was ok but there may be issues with GST etc.

Jan – the aim is to restart running of the hall to see what needs to be done, the expectation of time and effort for the hall to be fully functional again.

Graham – GBCA is the mechanism to manage accounts, there is a lack of clarity around managing the hall. One bank account is specifically allocated to the hall so costings can be established.

Kerry – need to reactivate the website. Graham highlighted the need to also sort out the financial operations around managing the website and the hall. Requires a phone and separate email account and perhaps a contract.

Action- find the key for the notice board outside the hall

Kerry would like the key to the shed and to get rid of all the old container and its contents. The shade cloth is ok just requires a good clean and a new rope. [REDACTED]

Andrea previously suggested the RMC could become an informal committee, and to have this recognized officially with CCC. Graham will bring this to the next meeting. Kerry offered to take over the role of chair of the RMC, Graham will let him know.

GB sent a letter to Stu Bould expressing our sadness at the loss of Kate.

Jan suggested a public reception/get together for the reopening of the hall. A date has yet to be decided.

Meeting Closed at 7:22pm

9. Pūrau Foreshore and Reserves Landscape Plan

Reference Te Tohutoro: 25/1449355

Responsible Officer(s) Te Pou Matua: Jo Grigg, Senior Project Manager Parks
Jocelyn Mahoney, Principal Landscape Architect
Amy Rice, Engagement 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 for the Te Pātaka o Rākaihautū Banks Peninsula Community Board to approve the Pūrau Foreshore & Reserves Landscape Plan (Refer attachment A).
- 1.2 The report has been written following community consultation on the draft Landscape Plan.
- 1.3 The plan/s have been to the community for consultation. The feedback has been incorporated into the final plan as appropriate.
- 1.4 This report is staff generated.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive and consider the information in the Pūrau Foreshore and Reserves Landscape Plan Report, the submissions, and all other relevant information received on the draft Landscape plan.
2. The decisions in this report are of medium significance in relation to the [Christchurch City Council's Significance and Engagement Policy 2019](#).
3. Approve the Pūrau Foreshore & Reserves Landscape Plan as shown in **Attachment A**.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 This report presents a landscape plan for the Pūrau Foreshore and Pūrau Recreation Ground in Pūrau Bay. The plan addresses the closure of the public toilets following the Canterbury Earthquake Sequence, ecological enhancement to stream and water edges, improved accessibility features and acknowledges the cultural significance of the site to mana whenua.
- 3.2 The plan integrates environmental, social, and cultural considerations to foster a resilient and inclusive recreational environment.
- 3.3 Developed through engagement with mana whenua, stakeholders, and the local community the Landscape Plan has been refined based on public feedback. Significant modifications following the consultation include repositioning the new public toilet closer to its original location, relocating and removing items situated in flood-prone areas, incorporating inclusive play equipment to enhance accessibility, and adopting a minimalist approach to the design of the eastern foreshore areas aligning with the natural characteristics that locals and visitors enjoy.

4. Background/Context Te Horopaki

- 4.1 In 2009 Council held community consultation for a landscape development plan for the reserves in Pūrau Bay (Pūrau Māori Reserve and Pūrau Foreshore). Council received a submission from Te Hapū o Ngāti Wheke on the significance of both sites. The development plan was put on hold to allow for further discussions to take place.
- 4.2 Earlier this year, the transfer of ownership of 177 Purau Avenue (Māori Reserve) to Te Hapū of Ngāti Wheke was completed. As a result, the scope for the Pūrau Foreshore & Reserves project reduced to include the foreshore areas and recreation ground only.
- 4.3 Pūrau Bay is of cultural significance to Te Hapū of Ngāti Wheke (Rāpaki) Rūnanga. In 2009 and subsequently in 2024 two archaeological reports were commissioned to investigate the potential for archaeology in the Māori Reserve, the foreshore areas and the recreation ground. The reports by archaeologist Hans-Dieter Bader of Archaeology Solutions Ltd are attached (Refer Appendix C).
 - 4.3.1 Archaeological anomalies were detected in the Māori Reserve and the western foreshore area. Anomalies in the eastern foreshore area and in the recreation ground are likely a result of various 20th century activities.
- 4.4 The equipment in the recreation ground play space were installed in 2008. A condition assessment was undertaken June 2025. The slide was assessed as in good condition, and the track glyde and swing set were assessed as moderate condition. Minor maintenance work will bring the swing set and track glyde back to good condition and this work will be undertaken separately to this project providing at least 10 years life until renewal. The renewal of play equipment is therefore outside of scope for this project, however consideration has been given to further enhance the play provision by including inclusive and nature play elements.
- 4.5 The toilet block at Pūrau Recreation Ground has been closed since April 2014 due to the building being assessed as earthquake prone. It has a NBS of 25% and the site is currently serviced by two portaloos. The closed toilet block has two pans, one male and female. Water is supplied by pipe from a tank located on Waituturi Lane (100m up from the Pūrau Ave corner), source unknown. There is a septic tank discharging to a drainage field. Servicing the two portaloos costs approximately \$9,515.97 in OPEX funding per annum. The operational costs were \$ 7,096 in the year preceding closure.
- 4.6 The following related information session/workshops have taken place for the members of the meeting:

Date	Subject
22 April 2025	Information Session Pūrau Foreshore & Reserves Development (Agenda of Te Pātaka o Rākaihautū Banks Peninsula Community Board Information Session/Workshop - Tuesday, 22 April 2025)
21 July 2025	Information Session Pūrau Foreshore & Reserves Development (Agenda of Te Pātaka o Rākaihautū Banks Peninsula Community Board Information Session/Workshop - Monday, 21 July 2025)

Landscape Plan Details

- 4.7 The landscape plan integrates ecological enhancement, public amenity and recognition of a site of importance to mana whenua. Key components of the initial concept, which was presented to the Community Board in April this year included:
- 4.8 **Public Toilet Renewal:** Demolition of the existing toilet block and replacement with an accessible toilet that is relocatable.

- 4.9 **Nature Play:** Inclusion of nature play elements.
- 4.10 **Access and connectivity:** New accessible pathway connections to the new toilet and play space areas.
- 4.11 **Site of Cultural Significance:** Recognition of the importance of the western foreshore to mana whenua by protecting the site with restrictions to vehicles while maintaining public access. Removal of the picnic tables and replacement with seats.
- 4.12 **Carparking:** Formalise the carparking to the eastern foreshore by including a post and rope barrier.
- 4.13 **Interpretation signage:** Installation of new interpretation signage to reflect the history of the bay (pre and post European), providing the opportunity for storytelling.
- 4.14 **Ecological enhancements:** Inclusion of native riparian planting along stream edges and waterways to promote inanga spawning and to help mitigate erosion of banks and flood damage.
- 4.15 **Steps down to Purau Stream:** Installation of timber sleeper steps to the stream edge to allow for interaction with the water.

Post-Consultation Design Amendments

- 4.16 Following consultation, several amendments have been made to the landscape plan to address feedback and improve the design. These changes include:
- 4.17 **Relocation and reduction of nature play elements:** The elements of nature-based play have been reduced and relocated from an area susceptible to flooding to a designated section within the existing play environment, enhancing safety and usability. Pūrau Bay itself has many features that allow for nature play within the coastal environment.
- 4.18 **Additional play item:** A spinner has been included in the existing play space. This addition promotes accessible, sensory, and individual play experiences.
- 4.19 **Reduction of pathway:** The proposed pathway within the recreation ground has been revised to better align with community priorities. The reduction preserves the open space while maintaining an accessible connection to the public toilet and play space. The adjustment reflects a balanced approach to community needs, enhancing usability and preserving the recreational environment for visitors.
- 4.20 **Relocation of the Toilet:** The position of the toilet has been amended to be as close to the existing toilet footprint as possible. This position also aligns with the reduction in footpath and the upgrade of the footbridge to become accessible. Staff have confirmed that a service vehicle can obtain the distance required to empty tanks in the future.
- 4.21 **Footbridge:** It is now proposed to upgrade/replace the existing footbridge with an accessible model providing the community with the primary access into the recreation ground. This aligns with the revised toilet placement and reduction in pathway connections.
- 4.22 **Removal of steps down to Pūrau Stream:** The steps have been removed following feedback from the community advising that this area is flood prone and the longevity of the structure would be at risk and a desire to protect the ecology including tuna (freshwater eel).
- 4.23 **Removal of post and rope barrier:** The post and rope barrier surrounding the eastern foreshore car park area has been removed to better align with community preferences for preserving the natural character of Purau and to prevent the introduction of urban features.

- 4.24 **Additional interpretation signage:** An interpretation sign has been included to the western foreshore area. Signage to be developed in partnership with mana whenua and the local community.

Considered Ngā Kōwhiringa Whaiwhakaaro

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

- 4.25.1 Approve the amended post consultation landscape plan for the development of the Purau Foreshore and Reserves and renewal of the public toilets (**Refer Attachment A**)
- 4.25.2 Approve an amended landscape plan with rock edging on the western foreshore set 2m from the edge of the road.
- 4.25.3 Approve an amended landscape plan with no rock edging on the western foreshore allowing full vehicle access.
- 4.25.4 Do nothing (status quo).

Options Descriptions Ngā Kōwhiringa

- 4.26 **Preferred Option:** Approve the amended post consultation landscape plan

- 4.26.1 **Option Description:** Approve the amended landscape plan which has been revised to incorporate changes in response to community feedback. The plan guides the renewal of the public toilet, promotes inclusive play and connectivity, enhances stream and waterway planting and recognises a site of cultural significance.
- 4.26.2 Option Advantages
 - Acknowledges and protects a site of significance to mana whenua.
 - Delivers ecological benefits by enhancing stream and water way planting.
 - Replaces damaged community assets with safe and well-located facilities.
 - Provides improved accessible connections to the public toilet and play facilities.
 - Provides an additional play feature that support diverse developmental needs.
 - Has been refined through community feedback.
- 4.26.3 Option Disadvantages
 - Requires capital investment.
 - Some residents dissatisfied with the loss of vehicle access to the western foreshore.

- 4.27 **Option 2:** Approve an amended landscape plan with rock edging on the western foreshore set 2m from the edge of the road allowing partial vehicle access.

4.27.1 Option Advantages

- The Community Board can approve an alternative design.
- Satisfy some members of the community with allowing partial vehicle access to the western foreshore area.

4.27.2 Option Disadvantages

- Requires capital investment.
- Potential for dissatisfaction from some members of the community who supported the rock edge restricting vehicle access.

- Site of significance to mana whenua remains partially accessible by vehicles. Causing dissatisfaction, potentially harming the partnership relationship with Te Hapū o Ngāti Wheke.

4.28 **Option 3:** Approve an amended landscape plan with no rock edging on the western foreshore allowing full vehicle access.

4.28.1 **Option Advantages**

- The Community Board can approve an alternative design.
- Satisfy some members of the community with allowing full vehicle access to the western foreshore area.

4.28.2 **Option Disadvantages**

- Requires capital investment.
- Potential for dissatisfaction from some members of the community who supported the rock edge restricting vehicle access.
- Site of significance to mana whenua remains accessible by vehicles. Causing dissatisfaction, potentially harming the partnership relationship with Te Hapū o Ngāti Wheke.

4.29 **Option 4:** Do nothing (status quo).

Option Description: Status quo retained.

Option Advantages

- No immediate capital cost.

Option Disadvantages

- Site of significance to mana whenua remains accessible by vehicles. Causing dissatisfaction, potentially harming the partnership relationship with Te Hapū o Ngāti Wheke.
- Potential for dissatisfaction from some members of the community over the delay in toilet provision.
- Opportunity for ecological restoration and enhanced connectivity would be missed.
- Opportunity for an inclusive play environment suitable for children of all physical abilities missed.
- Operational costs associated with the servicing of the two portals remains ongoing.

Analysis Criteria Ngā Paearu Wetekina

4.30 The options were analysed on their cost and community feedback and preferences.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option – approve the landscape plan	Option 2 – Approved an amended plan with western foreshore rock edge set 2m from edge of road.	Option3 – Approve an amended landscape plan with no rock edge to the western foreshore.	Option 4 – Do Nothing
Cost to Implement	Foreshore areas and recreation ground \$145,000 Toilet Renewal \$350,000	Foreshore areas and recreation ground \$145,000 Toilet Renewal \$350,000	Foreshore areas and recreation ground \$145,000 Toilet Renewal \$350,000	Nil
Maintenance/Ongoing Costs	Potential increase in operational costs due to new assets, to be covered by Community Parks operational Budget. Potential cost saving in operational costs to service toilet(s) covered by Community Parks operational budget.	Potential increase in operational costs due to new assets, to be covered by Community Parks operational Budget. Potential cost saving in operational costs to service toilet(s) covered by Community Parks operational budget.	Potential increase in operational costs due to new assets, to be covered by Community Parks operational Budget. Potential cost saving in operational costs to service toilet(s) covered by Community Parks operational budget.	Status quo, with increasing reactive maintenance for failing assets.
Funding Source	CPMS18100 Purau Foreshore & Reserves Development CAPEX Budget \$237,520 (FY16- 27) Toilet Renewal - CPMS 65442 Public Toilets Banks Peninsula Facilities Renewal CAPEX	CPMS18100 Purau Foreshore & Reserves Development CAPEX Budget \$237,520 (FY16- 27) Toilet Renewal - CPMS 65442 Public Toilets Banks Peninsula Facilities Renewal CAPEX	CPMS18100 Purau Foreshore & Reserves Development CAPEX Budget \$237,520 (FY16- 27) Toilet Renewal - CPMS 65442 Public Toilets Banks Peninsula Facilities Renewal CAPEX	N/a

	Budget \$523,000 (FY26-27)	Budget \$523,000 (FY26-27)	Budget \$523,000 (FY26-27)	
Funding Availability	Yes funding is allocated.	Yes funding is allocated.	Yes funding is allocated.	N/A
Impact on Rates	Nil. The project is funded from existing, approved capital budgets.	Nil. The project is funded from existing, approved capital budgets.	Nil. The project is funded from existing, approved capital budgets.	Nil in the short term.

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

6.1 Consenting Delays or Onerous Conditions

- **Risk:** The project involves works within and adjacent to a sensitive ecological environment, including a valuable inanga spawning habitat and flood zone. There is a risk that the resource consent process could be delayed or that restrictive consent conditions could be imposed (e.g. limiting construction to specific times of the year), impacting the project timeline and budget.
- **Mitigation:** Staff will engage early with regulatory bodies during the detailed design phase. A specialist ecological impact assessment will be commissioned to support the consent application.

6.2 Poor Ground Conditions and High Water Table

- **Risk:** The site's ground conditions present a construction/asset performance risk. The area has a documented history of flooding, resulting in a high-water table and poor drainage in places. Constructing assets such as toilets and pathways on this ground without a good understanding of the subsurface conditions could lead to long-term issues like differential settlement and asset failure.
- **Mitigation:** Geotechnical investigations will be included as part of the detailed design phase. The findings will inform the foundation designs for all new structures, specifications for ground improvement where necessary and the construction methodologies for pathways and the public toilets to ensure they are resilient and fit for purpose.

6.3 Undiscovered archaeology

- **Risk:** There is a risk that unknown archaeology exists elsewhere on the site. Discovering artefacts during construction can lead to project delays and budget overruns.
- **Mitigation:** Two archaeology surveys were undertaken in 2009 and 2024. This investigation helped to identify sites of potential archaeology. An archaeological Authority will be sought from Heritage NZ Pouhere Taonga for any earthworks required for delivery of the project.

Legal Considerations Ngā Hīraunga ā-Ture

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

- 6.4.1 As per the Christchurch City Council's Delegation Register, 25 March 2025, the Community Board has the delegation to;

- *Approve and adopt any new landscape development plans for parks and reserves provided the design is within the policy and budget set by the Council (Community Board Delegations Register pg.96 Part D – Sub Part 1 – Community Boards.)*
- *Approve the location of, and construction of, or alteration or addition to, any structure or area on parks and reserves provided the matter is within the policy and budget set by the Council. (Part D – Sub Part 1 – Community Boards – Pg 96).*

6.5 Other Legal Implications:

6.5.1 The western and eastern foreshore areas are designated as legal roads. In response to public inquiries regarding the legality of installing a rock edge along the western foreshore, which restricts vehicle access, staff sought legal counsel. The legal advice obtained confirms that such activity is permissible. Refer to the attached letter from Buddle Findlay, dated 20 August 2025, for further details. (See Appendix B)

6.5.2 This report has been reviewed and approved by the Legal Services Unit.

Strategy and Policy Considerations Te Whai Kaupapa here

6.6 The required decisions

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

- Community Outcome – A collaborative confident city. Our residents have the opportunity to actively participate in community and city life, have a strong sense of belonging and identity, and feel safe.
- Tiriti Partnership Expression - 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.

6.6.2 Are assessed as medium significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the high cultural value of the area and the localised nature of the impact.

6.6.3 Is consistent with Council's Plans and Policies.

- *Public Open Space Strategy 2010 – 2040*
- *Parks and Waterways Access Policy 2002*
- *Physical Recreation and Sports Strategy 2002*
- *Public Toilets Policy 1992*

6.7 This report supports the Council's Long Term Plan (2024 - 2034):

6.8 Parks, Heritage and Coastal Environment

6.8.1 Activity: Parks and Foreshore

- Level of Service: 6.8.5 Resident satisfaction with the overall availability of recreation facilities within the City's parks and foreshore network - >= 70%

Community Impacts and Views Ngā Mariu ā-Hāpori

6.9 Early engagement with Pūrau residents started in 2024 when a draft concept design was shared at a community meeting regarding the land status of the public reserve at 177 Pūrau Avenue. Feedback from attendees was used to slightly modify the draft design.

6.10 Consultation on the proposed plan started on 29 April and ran until 18 May 2025.

- 6.11 Consultation details including links to the project information shared on the [Kōrero mai | Let's talk webpage](#) were advertised via:
- An email sent to 158 key stakeholders and local Rūnanga, including Pūrau Residents' Group, Diamond Harbour Residents' Association, Go Bus Ltd (School bus operator), and organisations and local residents, who had previously submitted on the proposal to return 177 Pūrau Avenue.
 - A reminder email to all stakeholders near the end of the consultation period.
 - The Diamond Harbour local community group page, which received comments from approximately 20 people.
 - Outdoor signage erected in six locations along the shoreline and in the recreation ground.
 - Consultation documents delivered to all properties with a letterbox on 29 April 2025 and available in Diamond Harbour Library.
 - Consultation documents mailed to approximately 99 absentee owners on 1 May 2025.
- 6.12 The [Kōrero mai | Let's talk page](#) had 468 views throughout the consultation period.
- 6.13 Staff facilitated a community meeting on 6 May 2025 where 14 community members came to discuss the proposals and share their initial feedback.
- 6.14 Staff also facilitated a community meeting on 2 August 2025 where 21 community members came to provide feedback on changes proposed to the plan following consultation.
- 6.15 Staff met with Te Hapū o Ngāti Wheke throughout and following the consultation period.

Summary of Submissions Ngā Tāpaetanga

- 6.16 Submissions were made by Pūrau Residents' Group, Go Bus/ Kinetic Ltd, Disabled Persons Assembly and 33 individuals. All submissions are available on our [Kōrero mai | Let's talk webpage](#).
- 6.17 Overall Go Bus/ Kinetic Ltd and Disabled Persons Assembly were supportive of the plan, although they did provide further suggestions to enhance the areas of interest to them.
- 6.18 Pūrau Residents' Group collated feedback from their members which shared they did not support the proposal for a range of reasons. This feedback has been incorporated into the thematic analysis in the following sections.

Overarching Feedback

- 6.19 At the first community meeting (6 May) and in submissions, some feedback requested Council budget to be prioritised on renewal of the jetty and boat ramp, and for Council to take a 'less is more' approach to the development with a focus solely on replacing the toilet. Some view the proposed enhancements as 'not in keeping' with the bay or its values as a naturalised recreation space.
- 6.20 Other submissions shared positive feedback for the proposed additional enhancements in the recreation ground, such as new pathways, and foreshore, such as redefined car park, additional tables and proposed plantings across each area.
- 6.21 A number of submitters shared either historical draft foreshore development plans or plans they developed themselves which suggest alternative placement of elements.

Recreation Ground

- 6.22 On the recreation ground, of the 36 submitters:
- 6.22.1 13 supported the plan (36%),

6.22.2 11 supported parts of the plan (31%), and

6.22.3 12 did not support the plan (33%).

6.23 Common themes in the feedback were:

- **Toilet (location and type)** – 17 submitters (47%) expressed concern over the proposed location of the replacement toilet, with a strong preference for it to remain in the current location. Four submitters also suggested Council investigate replacement with a compostable toilet.
- **Footbridge replacement** – six submitters suggested that the existing footbridge to the toilets be upgraded or replaced, with a desire for it to be wheelchair accessible.
- **Nature play space** – three submitters expressed concern that this area would be easily damaged by flooding, as had happened to the existing playground in previous weather events. An additional three submitters stated they thought a nature play space was unnecessary.
- **Wooden steps to the stream** – six submitters shared feedback that steps to the stream should not be included, reflecting views that the steps make no sense given the stream is polluted and that the steps are likely to be damaged by flooding. In the community meeting one community member also shared that removal of the proposed steps would help protect the eels living in the stream.
- **Grass field** – six submitters commented that the recreation ground is used to play ball games and should be left open.

Eastern and Western Foreshore Areas

6.24 On the foreshore, of the 36 submitters:

6.24.1 13 supported the plan (36%),

6.24.2 10 supported parts of the plan (28%), and

6.24.3 13 did not support the plan (36%).

6.25 Common themes in the feedback on the eastern foreshore were:

- **Interpretation panels** – six submitters expressed support for interpretation panels displaying historical and cultural information.
- **Parking area** – six submitters disagreed with including post and rope fencing around the carpark, commenting that it is “not in keeping” with the bay and would restrict the functionality of the carpark. Some submitters saw it as important that heavy vehicles were accommodated, while others requested that the area be tidied up and not used to store trucks and roading materials.
- **Coastal erosion** – six submitters mentioned concerns around coastal erosion, sharing insights into how Pūrau has already been affected by erosion and noting the need to align with related Council work programmes.
- **Seating** – submitters were supportive of additional benches and picnic tables along the eastern foreshore, with mixed views on the exact position of these.
- **Extending the plan down the length of the eastern foreshore** – some submitters suggested the plan should incorporate the ‘swimming beach’ side of the bay and link both ends of the Head-to-Head Walkway. In addition to further benches and picnic tables, it was suggested landscaping and car parking along this section be included to provide better amenity.

6.26 Common themes in the feedback on the western foreshore were:

- **Rock edging** – ten submitters stated they did not want access restricted by rock edging. Comments focused on the desire to park close to the picnic area, the desire to launch small watercraft from this end of the shore, and safety concerns about roadside parking or pedestrians having to walk from the eastern foreshore carpark. Four submitters were supportive of restricting vehicle access, given the cultural significance of this area.
- **Picnic tables** – five submitters requested the picnic tables be retained.
- **Beach accessibility** – three submitters noted that the western end of Pūrau Bay is the safest place to launch kayaks or dinghies. Another two submitters noted it is the most accessible part of the beach for disabled people.

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

6.27.1 Te Pātaka o Rākaihautū Banks Peninsula Community Board

Impact on Mana Whenua Ngā Whai Take Mana Whenua

6.28 The decision involves a matter of significant interest to Mana Whenua and positively impacts our agreed partnership priorities with Te Hapū o Ngāti Wheke.

6.29 Te Hapū o Ngāti Wheke are mana whenua of the Whakaraupō takiwa and hold ancestral links and have interests in the area. Pūrau Bay has considerable cultural and historic importance to tangata whenua.

6.30 Te Hapū o Ngāti Wheke discussed the landscape plan with whanau members and provided the following feedback to staff:

6.30.1 Supportive of community aspirations for the recreation ground and foreshore.

6.30.2 Ngāti Wheke whānau are supportive of having interpretation panels. Ngāti Wheke would like to co-design the panels with Council.

6.30.3 On the western foreshore, Ngāti Wheke whānau are supportive of:

- preventing vehicle access with a rock edge
- bench seats instead of picnic tables
- having signs about not eating
- potentially having a pou whenua.

6.31 The partnership will continue in the next stage of the project with further review and input during the detailed design phases to ensure cultural values are fully integrated into the plans and any interpretation signage.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

6.32 The decisions in this report are likely to:

6.32.1 Contribute positively to the impacts of climate change. The design seeks to mitigate the effects of climate change by implementing enhanced vegetation planting along stream corridors and foreshore zones. These measures serve to buffer flooding and sea level rise impacts while simultaneously supporting ecological habitats, thereby contributing to environmental resilience and sustainability.

Accessibility Considerations Ngā Whai Whakaaro mā te Hunga Hauā

6.33 The Landscape Plan is designed to enhance accessibility within the Pūrau recreation ground, ensuring equitable access for individuals of all abilities. Key features include the installation of an accessible footbridge spanning the swale, facilitating safe and convenient crossing, and a




connecting pathway linking the public toilets with the play area. Both the footbridge and pathway will be engineered to a maximum gradient of 1:20, complying with accessibility standards.

- 6.34 The public will retain ongoing access to the foreshore. In the western region, the placement of the rock edge will be designed to ensure sufficient width for wheelchair accessible users thereby maintaining continuous access for users.
- 6.35 The installation of the new spinning play item in the existing play space, enhances the play area by providing an inclusive environment suitable for children of all physical abilities. This addition promotes accessible, sensory, and individual play experiences, supporting diverse developmental needs and fostering an inclusive community space.
- 6.36 Additional picnic tables have been proposed in the landscape plan. These will be model that is wheelchair accessible suited for park and recreation environments.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 If the landscape plan is approved, staff will proceed to the consenting and detailed design phase of the project.
- 7.2 Construction is anticipated to commence in Autumn 2026, with completion expected mid-Winter 2026.
- 7.3 Trees and plants will be ordered from the Christchurch City Council nursery and planting will commence during planting season 2026. Where possible, the public will be advised when we will be planting in case they would like to assist

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Purau Foreshore and Reserves Landscape Plan	25/1732462	78
B 	Buddle Findlay Letter - Purau Redevelopment Rock Edge 20082025	25/1722511	79
C 	Purau Foreshore and Reserves Development - Archaeological Survey Reports 2009 and 2024	25/1722576	82

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Authors	Jo Grigg - Senior Project Manager Amy Rice - Engagement Advisor Maria Adamski - Senior Parks Asset Planner Jocelyn Mahoney - Principal Landscape Architect Megan Carpenter - Team Leader Parks & Recreation Planning
Approved By	Al Hardy - Manager Community Parks Rupert Bool - Head of Parks

Item 9



BUDDLE FINDLAY

20 August 2025

To

Chris Connell
Legal Counsel
Christchurch City Council
Christchurch

From

Scott Holdaway
John Buchan

By Email

Christopher.Connell@ccc.govt.nz

Dear Chris

Pūrau redevelopment - Rock edge

1. We refer to our recent discussion regarding the above matter.
2. We understand that part of a proposed redevelopment of Council land at Pūrau includes the placement of large rocks between the formed carriageway comprising Purau Avenue and the foreshore area immediately to the west of the bridge (**Rocks**). The Rocks would have the effect of preventing vehicular access between the carriageway and the foreshore.
3. You have requested our advice as to whether the placement of the Rocks by the Council would be lawful in terms of the current legal status of the relevant land, given their effect on vehicular access.
4. In our view, it is clear that the placement of the Rocks would be lawful, for the reasons set out below.
5. The land itself (both the formed carriageway as well as the area on which the Rocks would be placed) is currently shown in the cadastre as legal road. We see no obvious reason to doubt that classification. The land is on that basis vested in and under the control of the Council pursuant to sections 316 and 317 of the Local Government Act 1974 (**LGA 1974**).
6. Part 21 of the LGA 1974 sets out the main statutory framework under which councils administer legal road. It is clear throughout that legislation that it was not anticipated that vehicles would necessarily have access to the entirety of the legal road corridor. This accords with actual practice, in that legal road corridor is usually considerably wider than the part of the road (if any) which provides for vehicles and on which vehicles are anticipated to be used.
7. The following specific provisions of the LGA 1974 are relevant:

319 General powers of councils in respect of roads

(1) *The council shall have power in respect of roads to do the following things: ...*

(f) *to determine what part of a road shall be a carriageway, and what part a footpath or cycle track only:*

BUDDLE FINDLAY

333 Dividing strips, etc

- (1) *The council may on any road construct, erect, or grow thereon or remove therefrom, such barriers, dividing strips, guiding or sign posts, pillars or other markers, trees, hedges, lawns, gardens, and other devices as are, in the opinion of the council, necessary for separating, guiding, or warning traffic, intercepting glare, or for any other purpose.*

334 Erection of monuments, etc, and provision of facilities on or under roads

- (1) *The council may—*

...

- (b) *lay out or plant grass plots or flower beds or trees on any road, and prohibit traffic, in whole or in part, on any such plots and flower beds laid out in roads (whether laid out before or after the commencement of this Part) by or under the authority of the council:*

...

- (d) *construct or provide on, over, or under any road facilities for the safety, health, or convenience of the public, or for the control of traffic or the enforcement of traffic laws:*

provided that no such construction, erection, laying out, or planting shall be carried out, unless in the opinion of the council the construction, erection, laying out, or planting will not unduly impede vehicular traffic entering or using the road (not being a road or part of a road that has been declared a pedestrian mall under section 336).

8. It is reasonably clear on the face of it that both section 333 and section 334 (with the context of section 319(f)) would provide a sufficient legal basis for the Council to obstruct vehicular movement through the placement of the Rocks.¹ The proviso in section 334 is clearly (given the existence of the above sections) focussed upon transit *along* road rather than *across* it in all locations.
9. We note for completeness that:
- (a) At common law, the fact that roads are vested in and under the control of councils does not in and of itself entitle councils to erect a structure that amounts to a "public nuisance" in respect of a road.² However:
- (i) an obstruction will only be a public nuisance where it *unreasonably interferes with the right to pass and repass*,³ which is unlikely to be the case where neither vehicular transit *along* the carriageway, nor pedestrian transit *across* the legal road corridor, is affected; and

¹ The Council also has consistent powers in relation to the stopping, standing and parking of vehicles under clauses 7 and 11 of the Christchurch City Council Traffic and Parking Bylaw 2017.

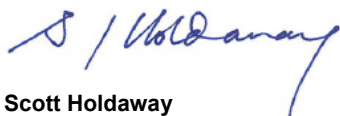
² *Lower Hutt City Council v Attorney-General ex rel Moulder* [1977] 1 NZLR 184.

³ *Ours Not Mines Ltd v Hauraki District Council* [2024] 2 NZLR 456 at [41].

BUDDLE FINDLAY

- (ii) in any event, statutory authority, such as that under the LGA 1974, will exempt activities thereby authorised.⁴
 - (b) The rights of access in respect of the common marine and coastal area granted under section 26 of the Marine and Coastal Area (Takutai Moana) Act 2011 will not affect the above position as those rights:
 - (i) relate to entry *onto* that area as opposed to access *from* any particular land;
 - (ii) are specified to apply to *individuals* and do not expressly authorise use of vehicles (noting that the Rocks would not prevent pedestrian access to that area); and
 - (iii) are again, in any event, subject to other enactments such as the LGA 1974.⁵
10. We trust that the above is sufficient for your present purposes, but please advise if you require any further detail.

Yours faithfully
Buddle Findlay



Scott Holdaway
Special Counsel

DDI • 64 3 371 3579
M • 64 21 202 8754
scott.holdaway@buddlefindlay.com

⁴ *Ours Not Mines Ltd v Hauraki District Council* at [47].
⁵ Section 26(2).



Archaeological Geomagnetic Report, Purau Bay, Christchurch



Prepared for:

Christchurch City Council

CHRISTCHURCH

Prepared by:

Archaeology Solutions Ltd
103 Connell Street
Blockhouse Bay
AUCKLAND 0600
phone: (09) 626 7860
e-mail: info@archaeologysolutions.co.nz

Date: September 09

Archaeology Solutions

Quality Information

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Title picture: Possible burial marker at Purau Bay

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1.0 Introduction

Christchurch City Council plan to upgrade the foreshore area at Purau Bay. Concerns were raised by the local runanga regarding the possibility of burials in the area. Archaeology Solutions Ltd were contracted to undertake an archaeological geomagnetic survey to investigate the probability of burial pits in the area.

2.0 Brief

Directions concerning the areas were given by Te Rangi Kauti of Rapaki Te Runanga o Ngai Tahu and Grant MacLeod of the City Council. The main concern was an area close to an existing memory marker to the landward side of the coastal road. The second area was the foreshore area west of the small stream dividing Purau Bay. In the foreshore area east of the small stream a small sample area was to be checked for any archaeological underground remains. This general area in the East also contained some remains of the torpedo boat on display at Governors Bay. As part of the archaeological landscape it is of interest to accurately locate these remains.



Figure 1: Area landward of the coastal road.

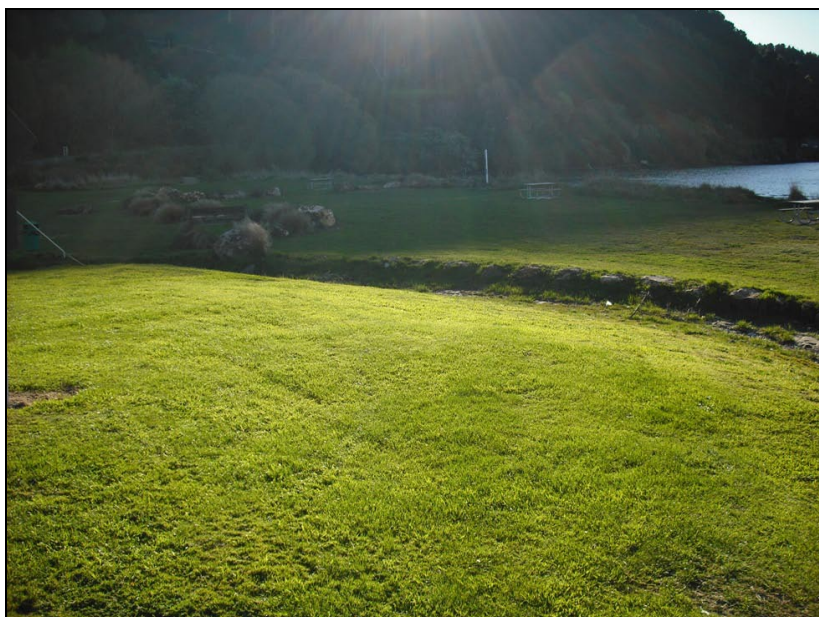


Figure 2: Foreshore area west of the small stream.



Figure 3: The small stream and view towards the East.

Archaeology Solutions

3.0 Background

3.1 Project Background

A proposed update of the facilities around the foreshore at Purau Bay triggered this investigation. Large visitor numbers during the summer have put pressure on the existing picnic facilities. Oral traditions indicated an urupa of unknown extent in the investigation area.

3.2 Archaeological Background

An archaeological site is recorded to the East of the investigation area, probably relating to a prehistoric kainga and gardens. Koiwi were found in this vicinity about 200 metres to the East.

A contact period pa site is known to the West of the small stream running through Purau Bay, though not archaeologically recorded.

The remains of the late 19th century torpedo boat were lifted some years ago from Purau Bay, probably East of the stream in the dunes. Bow and Stern sections were recovered and are displayed in Lyttleton, though an unknown number of pieces of this boat are still in situ or at least left on site. The site is not recorded as an archaeological site.

3.3 Historical Context

Purau Bay is within the area under the tribal authority of Te Rūnanga o Ngāi Tahu and the Papatipu Rūnanga of Rāpaki through Te Hapū o Ngāti Wheke Rūnanga (Te Rūnanga o Ngāi Tahu Act 1996). The area is known to have had a long occupation by Maori - being a known kainga (a drawing of the 1850's shows a small fenced settlement) and pā site, and the area is known to have been used for burials, and is therefore a wahi tapū site for Ngāi Tahu. An area of Purau Bay had been set aside as a reserve for Ngāi Tahu ancestors in the land sales, however, it was subsequently sold and the area subdivided. A reserve was set-aside within the area subdivided due to the lobbying from Rāpaki kaumatua at the time of subdivision. Rāpaki Rūnanga representatives continue to advocate and be involved in appropriate use and management of the area today.

A map of 1860 (SO504) shows "Maori Pah" and what seems a row of houses on the foreshore (Figure 4). The road reserve though runs to the seaward side of these structures and it is possible that the sand dunes moved since the survey was taken.

Archaeological Geomagnetic Report, Purau Bay, Christchurch

Purau Bay played a part in the late 19th and 20th centuries defences of Lyttleton Harbour. As a result one of the few torpedo boats used in New Zealand ended up as scrap on the foreshore dunes and has since been covered under sand. Part of it have been salvaged and are on display.

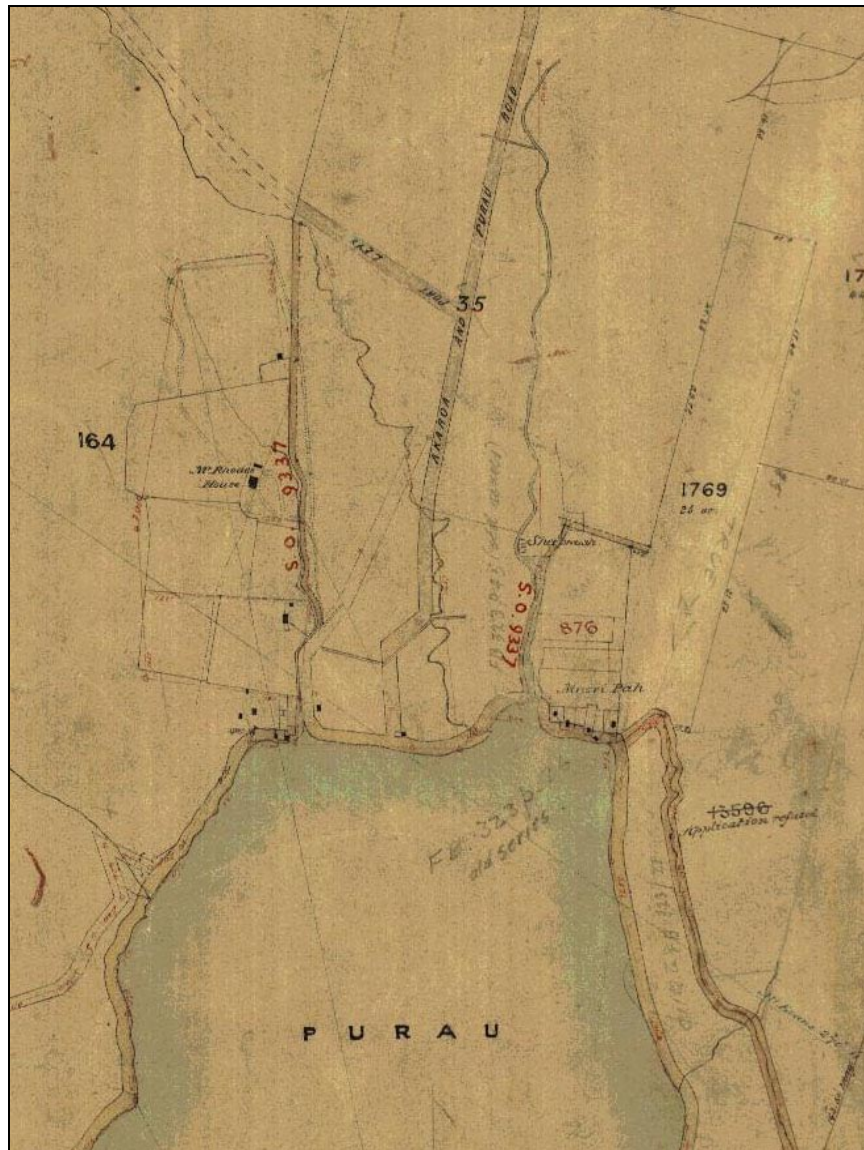


Figure 4: Detail of 1860 map SO504 (Crown copyright) – South towards the top.

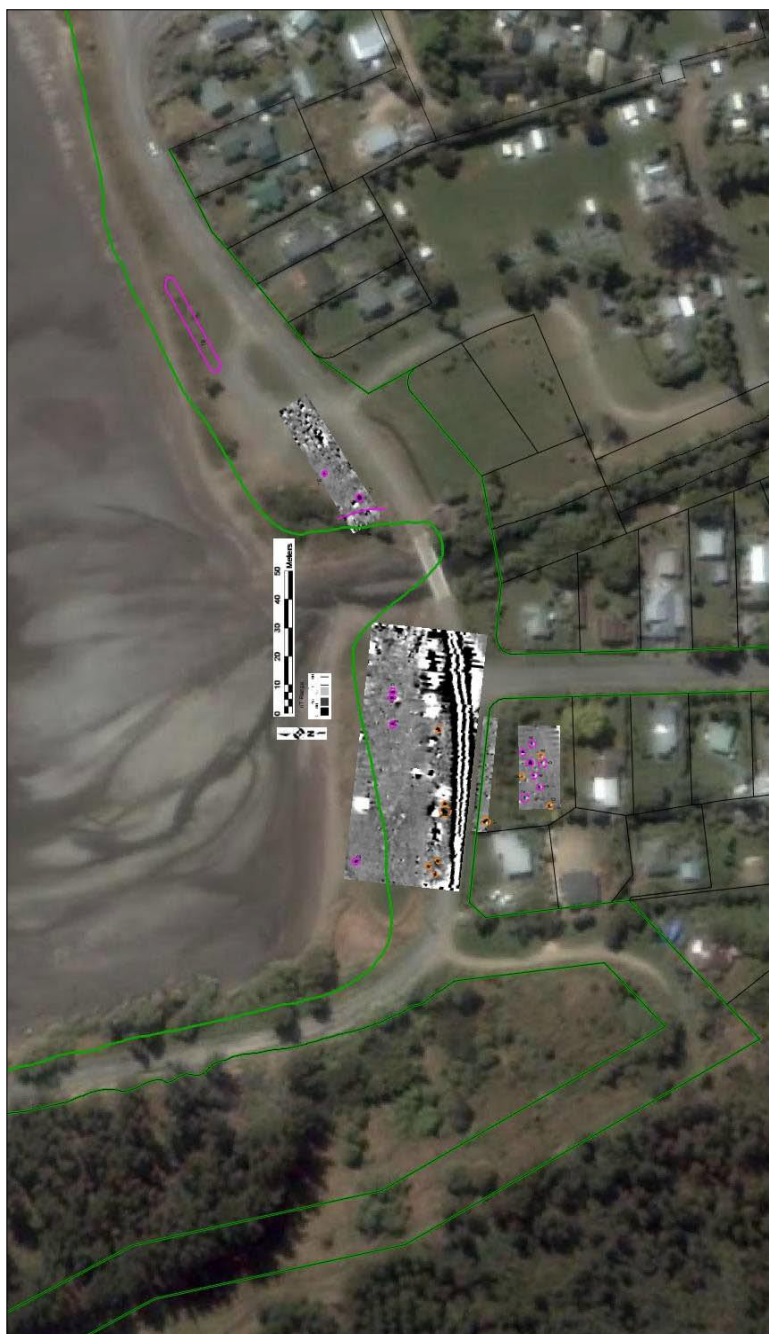


Figure 5: Position of geomagnetic survey plots in Purau Bay. Also showing possible location of remains of torpedo boat (right in the picture).

4.0 Methodology

4.1 Geomagnetism

Four survey grid plots were laid out in two areas west and east of the stream transecting Purau Bay (Figure 5). These were surveyed using a Fluxgate Gradiometer Foerster Ferex 4.032 DLG STD in a two probe configuration. Transects were walked across these plots at 0.5 metre intervals and data taken in 0.2 metre intervals. Recorded data was normalized to reduce errors resulting from walking transects over uneven ground surfaces and Teslview 1.0 software was used to analyse the data.

Palaeomagnetism can be recorded by magnetometric methods such as through the use of a fluxgate gradiometer. These are widely employed in archaeological research competing mainly with soil resistivity using electrical resistance and ground penetrating radar using the reflection of radar waves usually in the 200 MHz to 900 MHz range (Goldberg et al 2006, p.313). Magnetometry is the method most commonly used due to its speed and reliability in widely different soil conditions (Goldberg et al 2006, p. 315, Johnson 2006, ch.9 by K. Kvamme).

The fluxgate gradiometer measures small underground magnetic anomalies. Both geomorphological changes and human-induced soil changes can be detected. A geomagnetic survey is influenced by three components (Zickgraf 1999, p.107-9):

- A. The magnetic field of the earth is constantly changing and influenced by outside changes such as the intensity of the sun. The arrangement of the survey instrument as a gradiometer using a magnetometer close to the soil surface and a second magnetometer in about 1 metre height compensates for those changes.
- B. Magnetic susceptibility of any material inside a magnetic field changes the magnetic signature of different materials to different degrees. This allows recognition of foreign material in the soil (e.g. shell midden concentrations in the topsoil). Ferromagnetic materials (e.g. iron) can have a magnetic signature on their own (remnant magnetism).
- C. Le Borgne effect: The susceptibility of the topsoil to about 30 cm depth can be up to 100 times stronger than the susceptibility of the soil at 100 cm depth. This is due to chemical reactions of the soil close to the surface. Therefore any trench or pit back filled with mainly topsoil shows a much stronger magnetic signature than the surrounding soil.

Fireplaces, houses and pits are standard features commonly recognised in archaeological geophysical surveys (Zickgraf, 1999, for examples see Duensberg p.130, Glauberg p.140, Mardorf-3 p.144 and Mardorf-23 p.146. The examples are mainly Neolithic and early Celtic earth built structures and settlements in Central Europe for which the archaeological signature is not dissimilar to pre-European Maori structures and archaeological deposits in New Zealand).

Fire events and shell midden has been recognised by geomagnetic surveys at Long Bay (Bader 2007a and b). The results underwent a rigorous ground testing (Phillips and Geometria 2007).

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The distribution of small metal artefacts can also indicate patterns of historic settlements (Brooks et al 2009). Kvamme (in: Johnson 2006, p.216ff.) provides categories of detectable human activities using magnetometry:

1. Fires including hearth, fireplaces, burn-offs and accidental fires all create thermo-remnant anomalies.
2. Fired construction material like bricks can create the same effect.
3. Human occupation can enhance the Le Borgne effect (see above) and show the extent of settlements compared to unoccupied areas.
4. Accumulation of topsoil such as in the walls of sod houses can create anomalies. Often the natural backfill of a pit increases the amount of topsoil in the pit area and creates the same effect.
5. Removal of topsoil for ditch features or by footpaths or animal traffic can result in anomalies. The quick backfill of pits can result in similar anomalies as the topsoil ends up at the bottom of the pit and the subsoil on the top of the backfill.
6. Imported stone used as buildings or floor material often shows a difference to the surrounding soil matrix.
7. Iron objects will create a dipolar anomaly. Often these anomalies are not part of the archaeological site and can 'hide' weaker anomalies of the archaeological site.

4.2 Background "noise"

The plots surveyed were accessible and partly suited for gradiometric survey as the background soil readings were generally 'quiet' in the area behind the monument. This means that there is limited variation in the overall soil readings and that where there is change it is typically gradual. Against a quiet background, sharp changes in data are more easily observable and increase the confidence with which subterranean features can be identified. The identification of pit features in the area close to the road and bridge was hampered by the presence of many metal objects, underground powerlines and generally disturbed topsoil.

4.3 Other Data

The survey results have been overlaid onto a GoogleEarth aerial of 2003. Please note that all images are for interpretive purposes only. They have been only approximately geo-rectified and are not appropriate for further geo-referencing.

5.0 Results

5.1 Geomagnetic anomalies

Types of geomagnetic anomalies:

- a) An area of high values close to an area of low values (white and black) is the signature for metal underground. Ferrous material has remnant magnetism which shows up as a positive and a negative pole surrounding the object. Iron tubes can sometimes show these poles not close together, but as an inside/outside magnetic field. Electric power cables can display the positive and negative poles side by side. Both the larger and smaller of these metal anomalies comprise the majority of anomalies in the survey area.
- b) Mid-sizes (~2 metres) anomalies with predominantly low values.
- c) Similar to ferrous metal anomalies but with a wider higher value surrounding a smaller low value.
- d) Small scale high and low values close together but not paired as with ferrous material.
- e) Irregular anomalies with no obvious pattern.

5.2 Classification of anomalies

Geomagnetic anomalies recorded in the survey were classified as either modern or potentially of archaeological interest.

Ad a) and e) Ferrous or remnant magnetism

- Power cables running under or close to the road
- Fill on northern side of road
- Gravel on carpark east of the stream
- Occasional small buried metal pieces

Most of these anomalies seem to be related to modern roading and other modern service works in the Bay.

Due to the strong nature of many of these anomalies much weaker signals indicating possible burial pits cannot be detected (along the northern edge of the road a number of anomalies are indicated, that could be either fill or indicating possible pits). However, it would be likely that existing burial pits would have been seen during the extensive earthworks that have already taken place. Oral traditions about encountering koiwi during the earthworks for the road in the earlier part of the 20th century seem to confirm this, though we don't know where exactly along the roadworks this occurred.

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Ad b) and c) Possible or likely burial pits

- Singular areas of low and high values indicating metal in a burial pit surrounded by a larger area of higher values indicating soil disturbances close to the metal (2, 3, 4, 5, 6, 7),
- Mid-sizes anomalies with predominantly low values (1, 12, 13, 14, 15, 16, 17)

The area to the south of the coastal road displays a pattern very similar to urupa e.g. at Moeraki. The foreshore area is indicated as Maori Pah on the 1860's map SO507 and depending on possible foreshore dune movements these anomalies (12, 13, 14, 15) could relate to fireplaces, though the shape is more likely that of a rectangular pit.

The classification of geophysical anomalies as possible or likely grave pits is based on:

- 1) The pattern known from other geomagnetic surveys on urupa e.g. at Moeraki.
- 2) The location inside an area considered urupa by the runanga.

Ad d) Shell midden

- Small scale high and low values close together but not paired (18) indicate shell midden whereby shell are mixed with the results of fire events (firescoops and hangi).

Shell mixed with charcoal can be found in the eastern bank of the small stream on either side of the bridge and close to the existing toilets and would support the geomagnetic signal interpretation, though the existence of shell mixed with charcoal could also be a recent event of soil erosion and deposition at the foreshore.

The possible remains of the torpedo boat were allocated with a walk over survey ("spaghetti survey") along the foreshore dunes. The signals are very strong indicating cast iron pieces under the surface and cover an area of about 40 m x 5 m.

As only parts of the torpedo boat were taken and restored it is most likely that large pieces of the metal hull structure remain buried.



Figure 6: Results of the geomagnetic survey.

6.0 Discussion and Interpretation

It is most likely that the area to the South of the coastal road was used as urupa and that the monument there is an indicator of probably up to 10 burial pits in this area. The extent of the palaeo dune can be seen in the southeastern corner of this survey area and the possible burial pits stay within this palaeo dune. It would not be surprising if the properties adjacent to the South and West were part of an urupa.

The foreshore area north of the coastal road has a large area of disturbances close to the road. The concrete foundations of the table and benches are also clearly visible as high large anomalies. Four further possible pits in two clusters are visible. There is the possibility that these geomagnetic anomalies are not from pits but from strong fire events, e.g. large hangi. Though the shape would indicate rectangular burial pits. This area could be the area indicated by a 1860's map as occupation zone of a contact kainga ("Maori Pah").

Either way this area has a very high likelihood to be of archaeological significance. It seems likely that all these archaeological indicators are part of the Ngai Tahu occupation of the area.

Across the river one archaeological site is recorded and koiwi have been found further to the East. A small possible shell midden on the eastern bank of the small stream might be related to this occupation, which might have been pre Ngai Tahu. The map SO504 though shows this area as tidal zone.

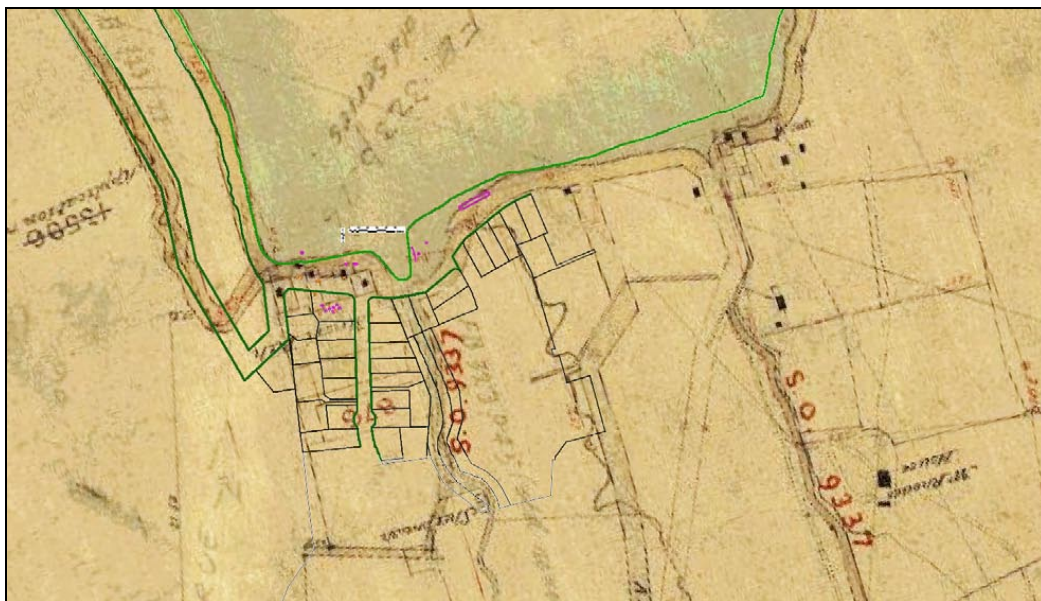


Figure 7: SO504 overlaid with Cadastral lines and results of geomagnetic survey.



Figure 8: Extend of 'Maori Pah' overlaid on geomagnetic survey.

7.0 Recommendations

- Record area of “Maori Pah” and area south of the coastal road as an archaeological site containing most likely occupation remains and urupa. Any planned earthworks including tree planting will need an authority by the NZ Historic Places Trust.
- Record shell midden on eastern bank of the small stream as an archaeological site.
- Record the possible remains of the torpedo boat as an archaeological site. Consultation with the trust running the torpedo boat museum would be advisable to confirm location and extent of remains in situ.
- Any earthworks to the east of the possible shell midden (18) and in the reserve with the playground will need an accidental discovery protocol and all contractors should be alerted to the possibility of encountering archaeological remains.

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8.0 Acknowledgements

ASL would like to thank Bridget Mosley for her help during the fieldwork and with the background research. We also would like to thank Te Rangi Kauti (Donald Couch) for taking the time to introduce us to the oral traditions relating to the urupa and Andrea Lobb explaining the mana whenua situation, both Ngai Tahu. And last but not least Grant MacLeod, Recreation Planning Advisor of the Christchurch City Council, made this investigation possible.

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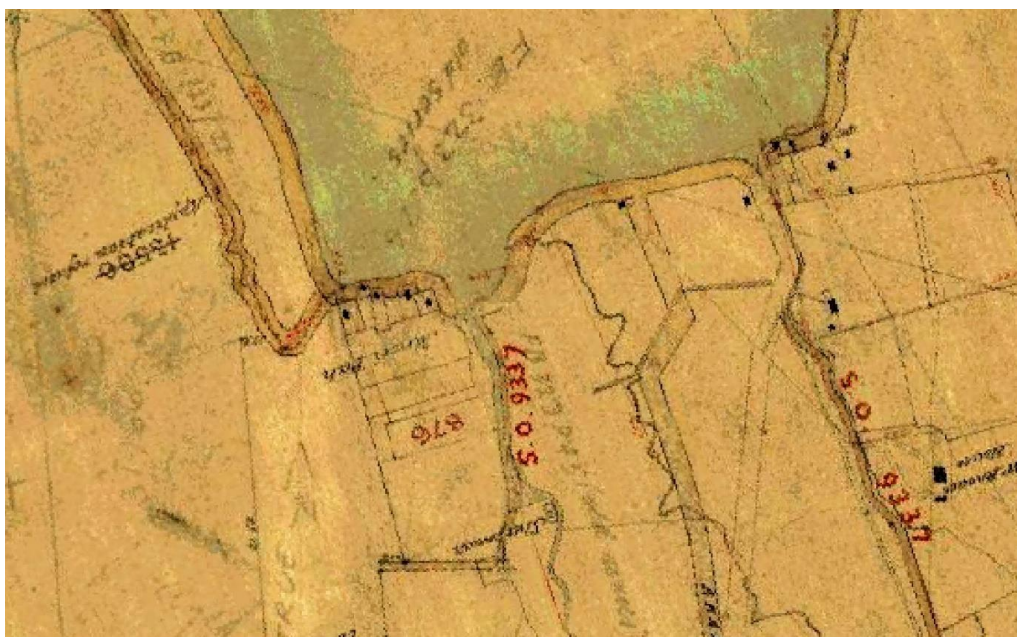
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Archaeological Geophysical Survey

Archaeological Geophysical Survey : Purau Bay, Lyttleton



Prepared for:

Christchurch City Council
PO Box 73011
Christchurch 8154

Prepared by:

Archaeology Solutions Ltd
PO Box 48134
Blockhouse Bay
AUCKLAND 0644
phone: (09) 626 7860
e-mail: info@archaeologysolutions.co.nz

Date: February 2024

Archaeology Solutions Ltd

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Cover photo: Detail of historic map SO504 from the 1860s or 70s (LINZ).

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1. Introduction

Purau Bay has produced in the past early (archaic) artefacts. A mid-19th century map shows a Māori settlement on the western side of the bay. Oral traditions locate an urupa close to this settlement (papakainga). The urupa was the main target of a geomagnetic investigation in 2009.

This investigation was extended in January 2024. The area of the recreational reserve was included and a second geophysical method – ground penetrating radar was used.

This report outlines the results of the investigations.

This report has been prepared to identify, quantify and qualify any archaeological features, layers or deposits as defined in the Heritage New Zealand Pouhere Taonga Act 2014 (HNZPTA) on the basis of the non-intrusive, geophysical survey data only.

This survey and report do not necessarily include the location of *wahi tapu* and/or sites of cultural or spiritual significance to the local Māori community who may need to be consulted for any information or concerns they may have regarding the proposed works.

Archaeological Geophysical Survey

1.1. Brief

Christchurch City Council instructed Archaeology Solutions Ltd (ASL) to undertake an archaeological geophysical survey over the recreation reserve at Purau Bay, Lyttleton.

The survey was undertaken to identify any subsurface archaeological within the study area.

1.2. Location

The location is along the coast road through Purau Bay, across the harbour from Lyttleton.

1.3. Previous archaeological work within the area affected.

Apart from survey in 2009 (Bader) no archaeological work has been done on the study area. Archaeological work in the vicinity has been undertaken by Jeremy Haberfield-Short east of the study area.

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2. Methodology

2.1. Investigation Procedure

One geomagnetic survey grid was overlaid with 27 GPR survey lines. Additional GPR lines were laid out in the coastal zone. Part of the coastal zone has been surveyed with geomagnetics in 2009.

2.2. Methodology - Geomagnetics

The grid was surveyed using a Fluxgate Gradiometer Foerster Ferex 4.032 DLG STD in a two-probe configuration. Transects were walked across these plots at 0.5 metre intervals and data taken in 0.2 metre intervals. Recorded data was normalized to reduce errors resulting from walking transects over uneven ground surfaces and Teslview 1.0 software was used to analyse the data. The data is displayed showing grey shades between -80nT (black) and +80nT (white).

Palaeomagnetism can be recorded by magnetometric methods such as using a fluxgate gradiometer. These are widely employed in archaeological research competing mainly with soil resistivity using electrical resistance and ground penetrating radar using the reflection of radar waves usually in the 200 MHz to 900 MHz range (Goldberg et al 2006, p.313). Magnetometry is the method most used due to its speed and reliability in widely different soil conditions (Goldberg et al 2006, p. 315, Johnson 2006, ch.9 by K. Kvamme).

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- The magnetic field of the earth is constantly changing and influenced by outside changes such as the intensity of the sun. The arrangement of the survey instrument as a gradiometer using a magnetometer close to the soil surface and a second magnetometer in about 1 metre height compensates for those changes.
- Magnetic susceptibility of any material inside a magnetic field changes the magnetic signature of different materials to different degrees. This allows recognition of foreign material in the soil (e.g. shell midden concentrations in the topsoil). Ferromagnetic materials (e.g. iron) can have a magnetic signature on their own (remnant magnetism).
- Le Borgne effect: The susceptibility of the topsoil to about 30 cm depth can be up to 100 times stronger than the susceptibility of the soil at 100 cm depth. This is due to chemical reactions of the soil close to the surface. Therefore, any trench or pit back filled with mainly topsoil shows a much stronger magnetic signature than the surrounding soil.

Fireplaces, house foundations and pits are standard features commonly recognised in archaeological geophysical surveys and have an established history of recognition in

geomagnetic surveys in New Zealand (Bader, 2007, 2008, 2009, 2018, 2021; Bader and Parker, 2005; Taylor, Holdaway and Bader, 2002).

Fire events and shell midden have been recognised by geomagnetic surveys at Long Bay (Bader 2007a and b). The results underwent rigorous ground testing (Phillips and Geometria 2007) that showed the validity of the geomagnetic data interpretation.

The distribution of small metal artefacts can also indicate patterns of historic settlements (Brooks et al 2009). Kvamme (in: Johnson 2006, p.216ff.) provides categories of detectable human activities using magnetometry:

- Fires including hearth, fireplaces, burn-offs and accidental fires all create thermo-remnant anomalies.
- Fired construction material like bricks can create the same effect.
- Human occupation can enhance the Le Borgne effect (see above) and show the extent of settlements compared to unoccupied areas.
- Accumulation of topsoil such as in the walls of sod houses can create anomalies. Often the natural backfill of a pit increases the amount of topsoil in the pit area and creates the same effect.
- Removal of topsoil for ditch features or by footpaths or animal traffic can result in anomalies. The quick backfill of pits can result in similar anomalies as the topsoil ends up at the bottom of the pit and the subsoil on the top of the backfill.
- Imported stone used as buildings or floor material often shows a difference to the surrounding soil matrix.
- Iron objects will create a dipolar anomaly. Often these anomalies are not part of the archaeological site and can 'hide' weaker anomalies of the archaeological site. Or the extent and pattern of small iron objects (e.g. nails) can reveal the location of a destroyed historic house.

2.3. Background "noise"

The plots surveyed were accessible and suited for gradiometric survey as the background soil readings were generally 'quiet' in the area.

2.4. Ground Penetrating Radar

Forty Radar lines were recorded with a multi frequency IDS Opera Duo Geo Radar over the recreation reserve area and the two coastal zones west and east of the stream. The IDS Opera Duo houses a dual frequency antenna of 250 and 700 MHz. The latter records details in a shallower scan and the lower frequency records a deeper scan with less details.

Individual objects and sharp changes between soil layers create reflections of the radar waves which are recorded in the radar survey lines.

The edges of a pit or a trench have often enough differences between natural subsoil and backfill to be detected by the radar. A vertical boundary between the natural soil and the backfill of a pit create a parabolic signature in the map of the single line radar waves.

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An interruption of the reflections from the upper soil layers reaching to a depth of around one metre can also be an indication of a pit or trench.

The radar reflections are recorded by two antennas, one shallow and one deeper. The shallow one records more details in the first 1.5 metres depth and the deeper one reaches to about 3 metres of depth but with less details. The changes to the coastline can be tracked into deep history beyond the reaches of historic maps.

2.5. Other Data

The survey results have been overlaid onto aerial photos and cadastral polygons and historic maps from various sources. Please note that all images are for interpretive purposes only. They have been only approximately geo-rectified and are not appropriate for further geo-referencing.

3. Background

3.1. Physical Environment

The main study area is within the recreation reserve inland from the coast road. The results of a previous geomagnetic study have been taken into account and the study area extends to the coastal zone seaward of the coast road, both east and west of the small stream.

The survey area is in the coastal area on either side of a stream and would have seen substantial changes to coastline in the last 800 years.



Figure 1: Combined geomagnetic survey areas 2009 and 2024.

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Figure 2: Ground Penetrating Radar survey lines 2024.

3.2. Historical Context

Early artefacts from Purau Bay link it to a possible moa hunter site. Its exact location and extent are unknown. In comparison to similar sites, we would expect to see a lagoon behind a sand bar. Without further research this has to remain a hypothesis, but coastline changes have been documented since 1860. In the 18th and early 19th centuries a later papakainga has been recorded. More archaeological background information can be found at Haberfield-Short 2015.

European occupation started as a stopover on the path to Akaroa and later as a picnic and camping area for visitors from Christchurch and Lyttleton. A small tree plantation sheltering the camp sites died after inundated with salt water during a tsunami in 1969.

4. Results

The extent of the papakainga shown in map SO504 from the mid-19th century is visible both in the geomagnetic and GPR survey data. The coastline as documented in this time is visible in the GPR survey data. A drawing of the papakainga (shown by mana whenua during the survey on location) shows the sloping beach with waka drawn up in front of several whare surrounded by fence lines. The GPR survey (area B) shows the edge of the settlement and the sloping beach, which has been covered by the modern beach edge compromised of a low sand dune.

The coastal zone east of the stream (area C) seems to be mainly of modern origin and would have been below mean high water level before the 19th century. The location of the excavation of the torpedo boat seems to be shown in one GPR survey line (C4 – see appendix).

The recreation reserve on the inland side of the coast road shows the changes of the coastline not only since the 19th century, but also in much earlier times. The survey results are not proof but are consistent with the hypothesis of a coastal lagoon before it was silted over due to deforestation of the Purau Bay valley.

An area of numerous small geomagnetic anomalies (that also show up as anomalies in the GPR) east of the postulated old coastline relates to small metal objects and therefore to a post Contact activity. It could be the area of the 19th century camp site, being half a metre higher and drier than adjacent areas to the west and south.

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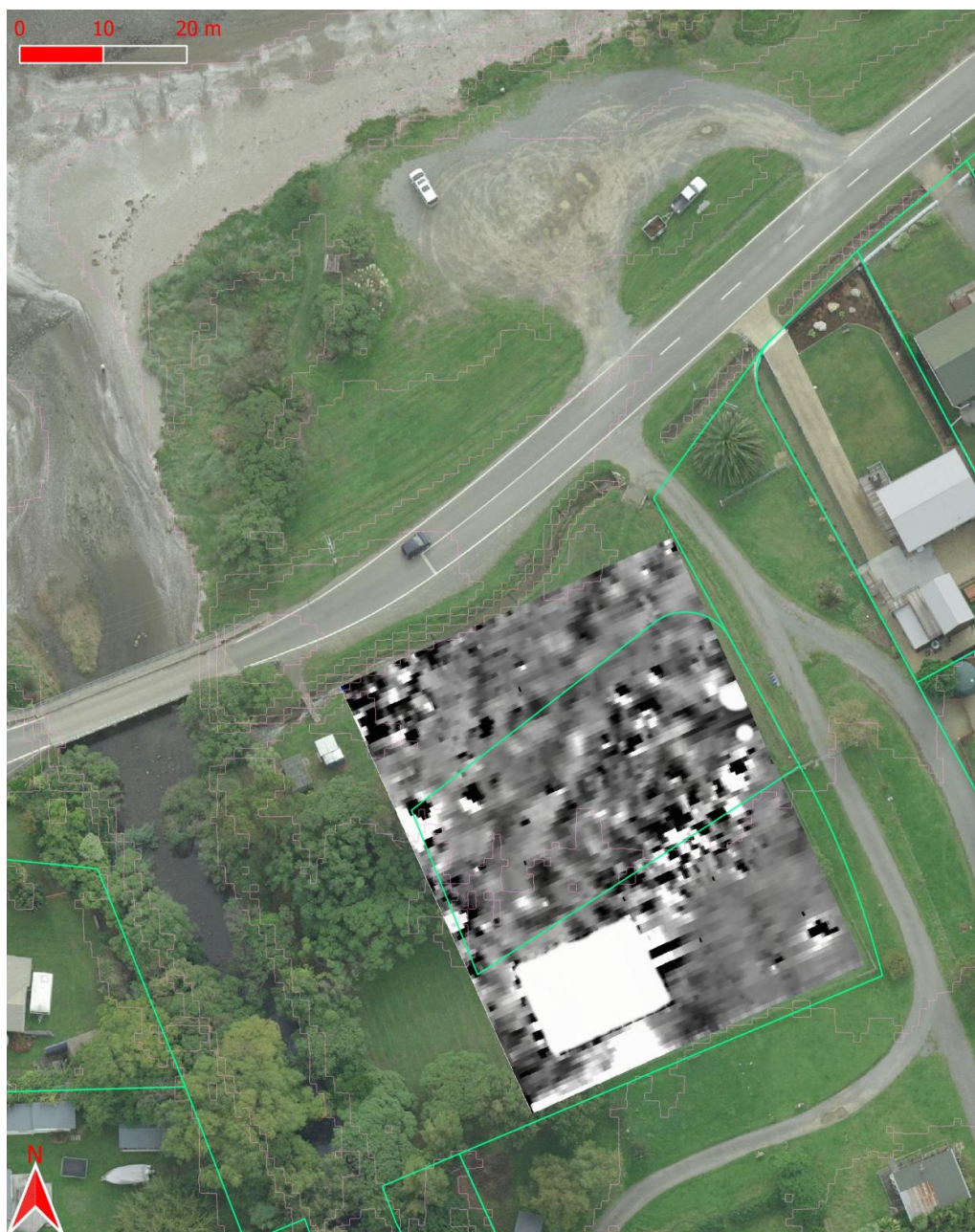


Figure 3: Geomagnetic survey 2024. The playground and flax bushes posed obstacles.

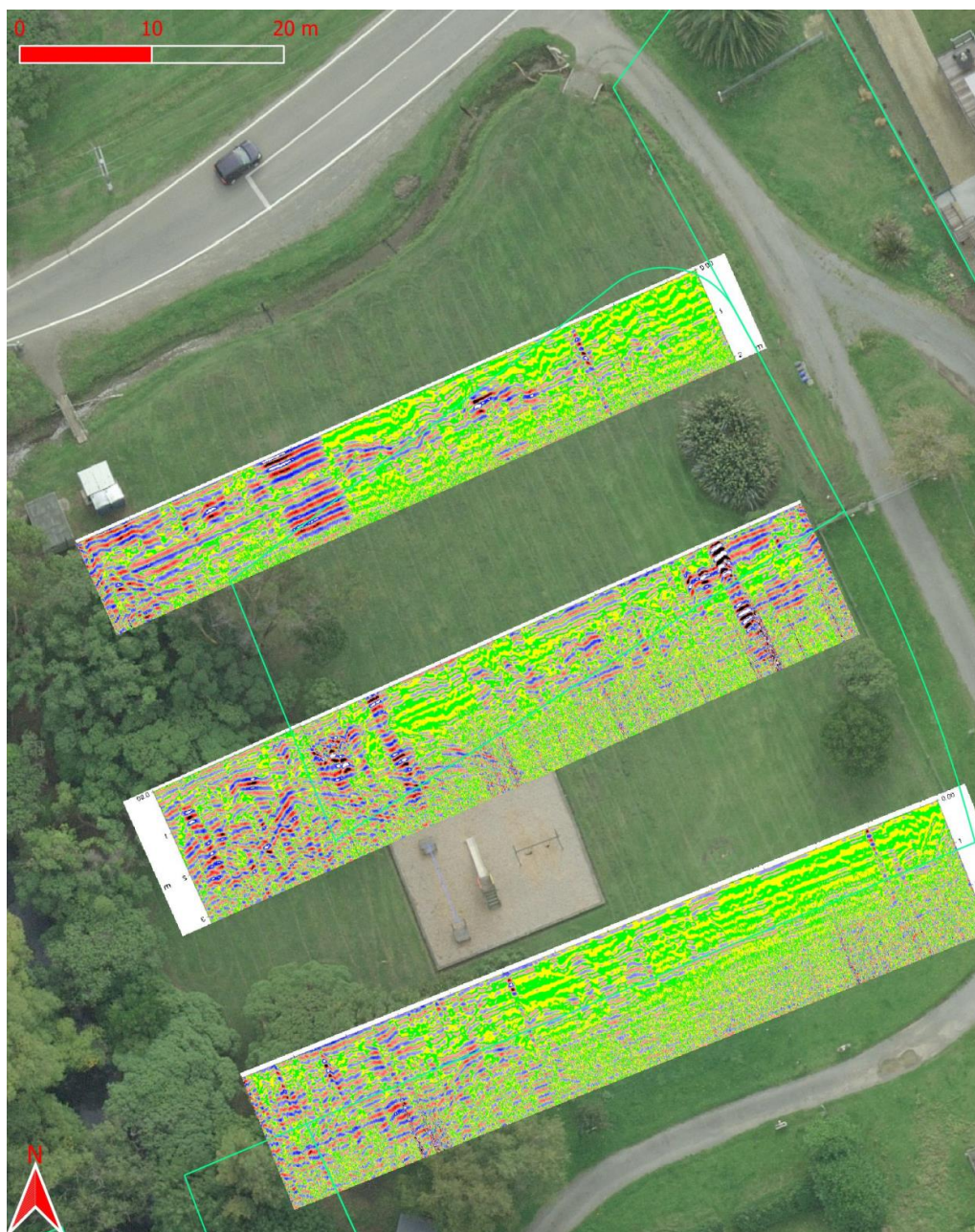


Figure 4: GPR survey lines examples over area A, the reserve.

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Figure 5: GPR survey lines examples area B (coastal zone west of the stream).

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Figure 6: Coastline changes overlaid onto the geophysical data 2009 & 2024.

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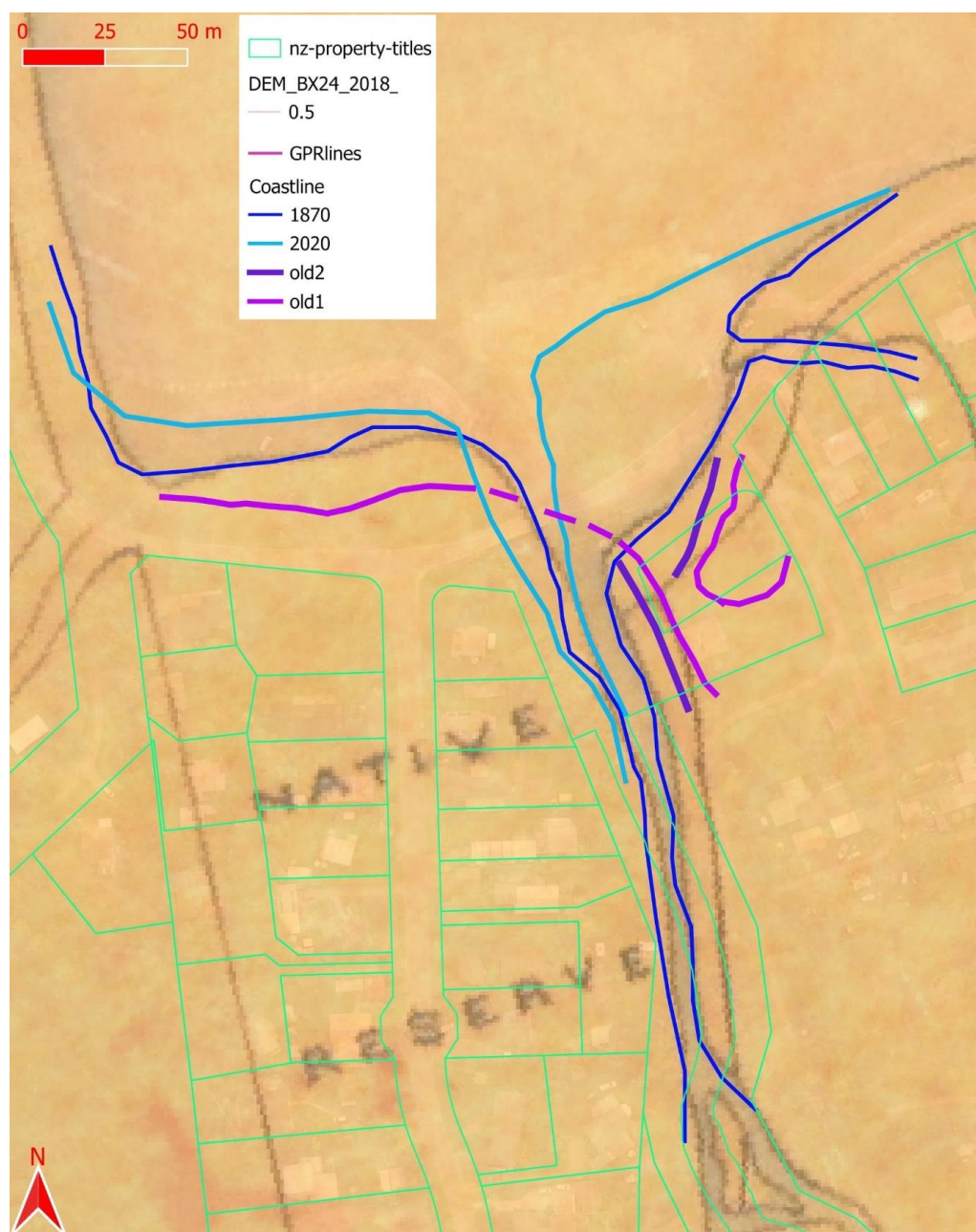


Figure 7: Coastline changes overlaid onto an 1865 map.

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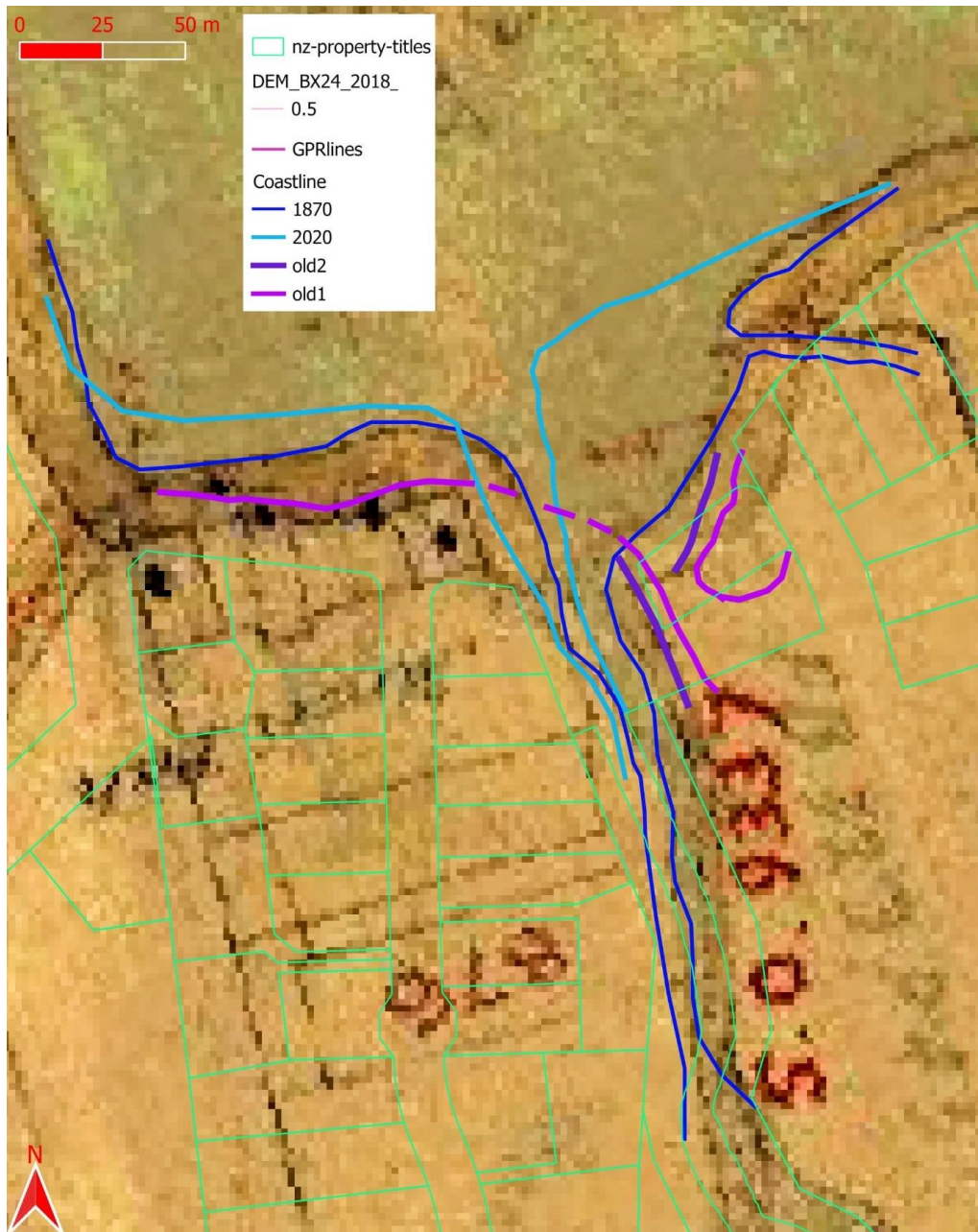


Figure 8: Coastline changes overlaid onto a mid 19th century map (SO 504) showing 'Maori Pah'.

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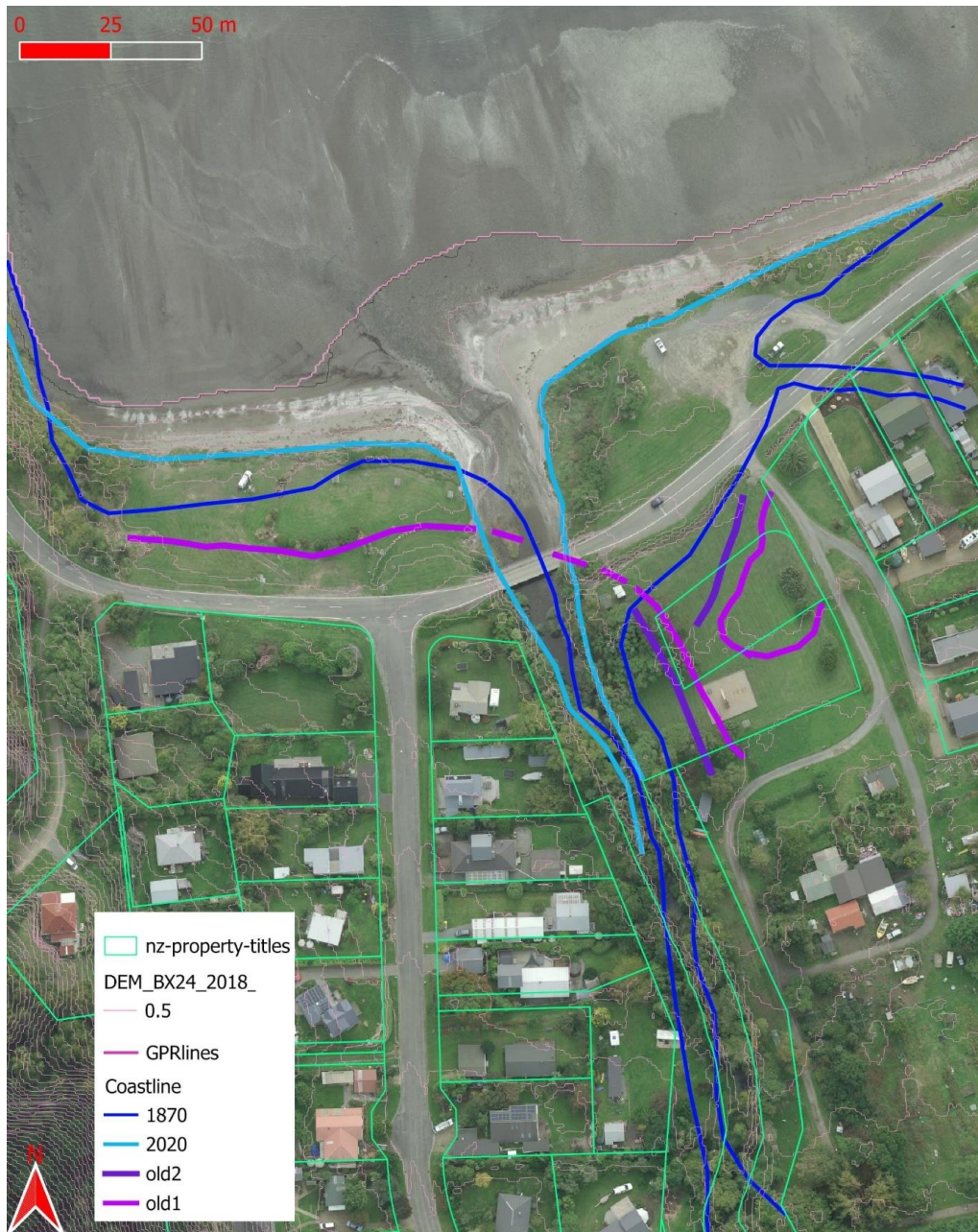


Figure 9: Coastline changes overlaid onto modern aerial. It also shows the changing route of the stream including a secondary stream that was diverted in the 20th century.

5. Discussion

The edge of the papakainga as shown on the SO 504 map is visible in both geophysical surveys. The GPR survey seems to suggest where further out from the papakainga was the edge of the mean high water in the 19th century.

The surveys on the recreation reserve suggest an even more substantial change of the coastline and alignment of the stream. They are consistent with the hypothesis that a coastal lagoon could be found behind a sandbar on the east of the survey area. If the hypothesis is correct this would mean that large waka hourua could pull in safely behind the sand bar.

The small risk of encountering archaeological features or deposits in the recreation reserve likely relates to the 'tourism' of the late 19th century, when people picnicked and camped in this part of Purau Bay.

6. Constraints and Limitations

The silting of the area and the backfill probably contemporary with the construction of the coast road, introduced multiple different materials and makes recognition of archaeological features in situ difficult.

The European occupation left also a number of metal objects in the ground that have a strong dipolar signature and can obscure fainter signals related to earlier archaeological features.

7. Conclusions & Recommendations

It seems unlikely to encounter archaeological features on the recreation reserve. West of the stream, under the road and halfway across the coastal zone it seems likely that remains of the papakainga, the 'Maori Pah' are still in situ.

It is recommended:

- to apply for an Authority to Modify an unrecorded archaeological Site with Heritage NZ Pouhere Taonga, if any earthworks are planned west of the stream along the road or in the coastal zone.
- that details of any planned archaeological work should be provided via an Archaeological Works Plan that should be developed with the involvement of mana whenua and inform the methodological approach to:
 - a) confirm the preservation status of all archaeological features within the proposed development footprint
 - b) proceed with detailed documentation of any features in situ
 - c) provide a framework for research questions and
 - d) establish continuing input by mana whenua to the project.

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- Any earthworks within the reserve should proceed with an Accidental Discovery Protocol (that includes archaeological features, finds, taonga and koiwi)
- Earthworks east of the stream on the coastal zone, as far as the survey was extended, are unlikely to encounter archaeological features. The ground is mainly silt and fill.

8. Acknowledgments

The author would like to thank mana whenua for their discussions to help understand the cultural landscape and staff at Christchurch City Council for their support for this survey.

9. References

9.1. Primary Sources

LINZ – cadastral linework
aerial photograph

9.2. Secondary Sources

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Taylor, M., Holdaway, S. and Bader H. D., 2002. *Preliminary Excavation Report Oropuriri P19/261 and P19/262*. Unpublished report by Archaeology North Limited.

Zickgraf, B., 1999. *Geomagnetische und Geoelektrische Prospektion in der Archaeologie. Systematik – Geschichte – Anwendung*, MA Thesis, Seminar fuer Vor- und Fruehgeschichte, Philipps Universitaet Marburg.

Item 9

Attachment C

10. Appendix – ground penetrating radar profiles

The following profiles are numbered for area A (reserve), B (coastal zone west of stream) and C (coastal zone east of stream). The profiles are separated into shallow and deep scans. For example, the first scan in the reserve area is shown as A1s and A1d (shallow and deep).

The locations for each scan are shown in the following graphic.



Figure 10: Locations of all ground penetrating radar survey lines.

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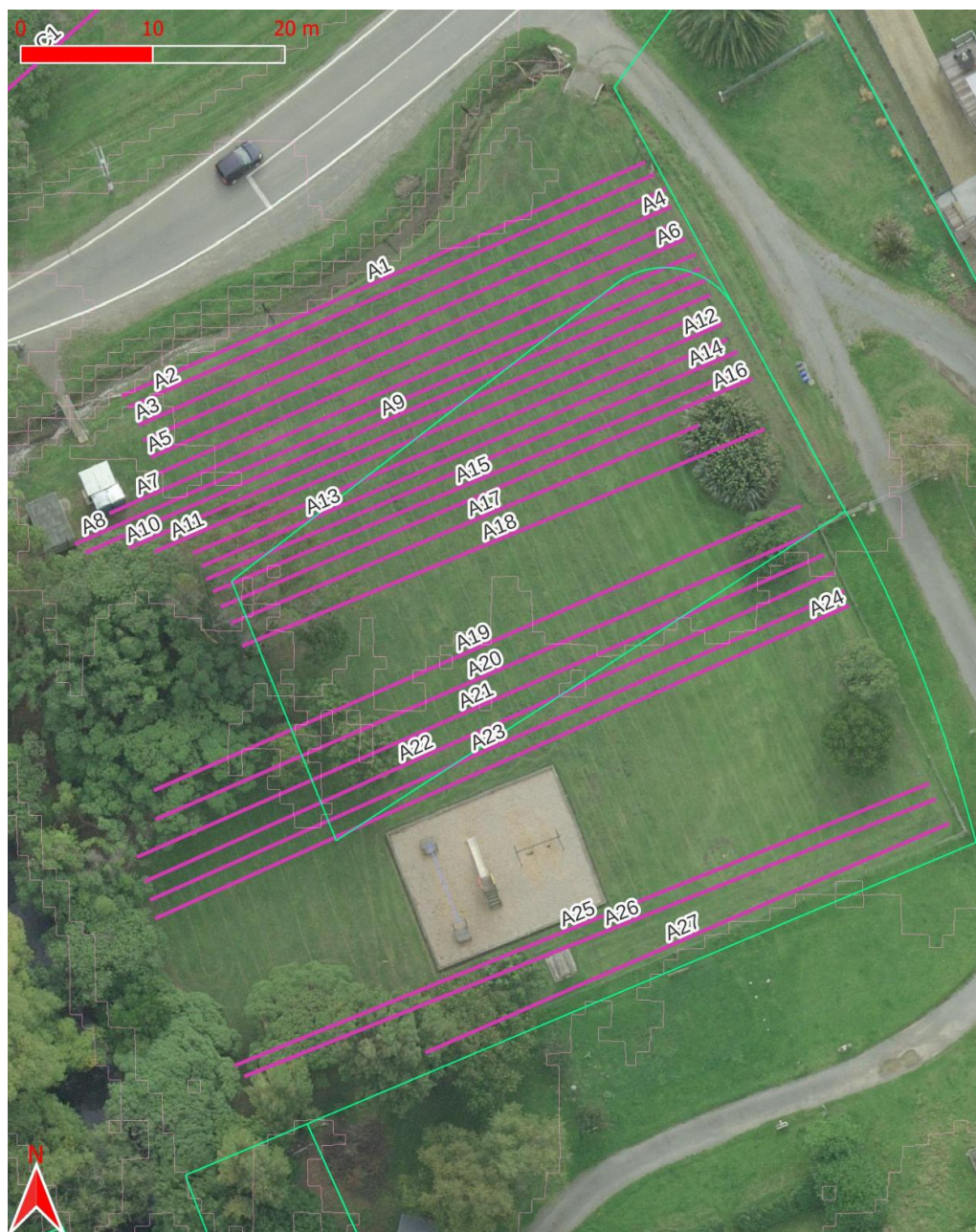


Figure 11: Details of the ground penetrating radar survey lines in the reserve area.

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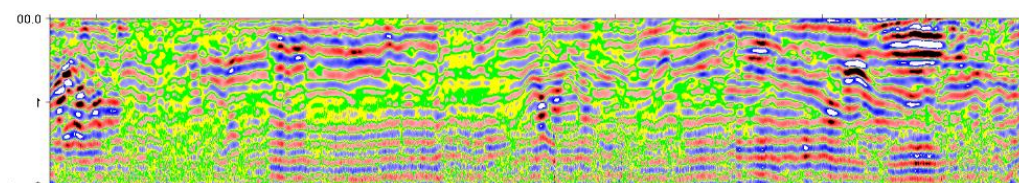


Figure 12: A1d

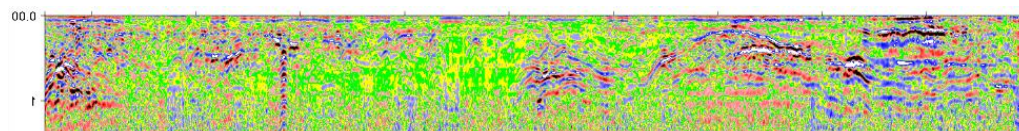


Figure 13: A1s

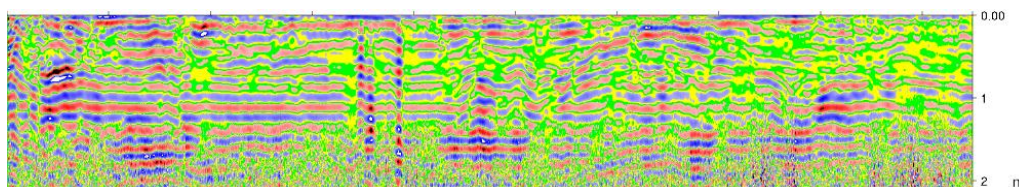


Figure 14: A2d

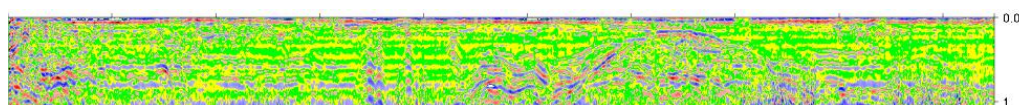


Figure 15: A2s

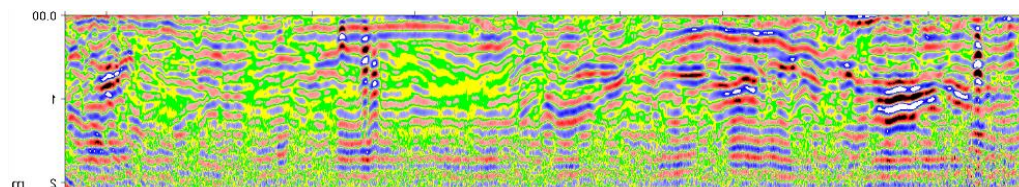


Figure 16: A3d

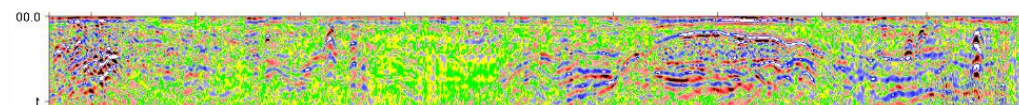


Figure 17: A3s

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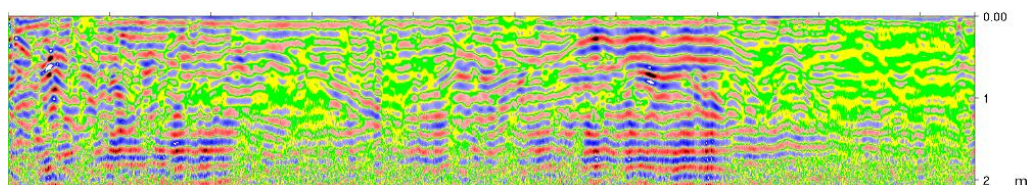


Figure 18: A4d

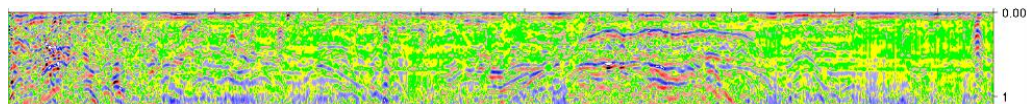


Figure 19: A4s

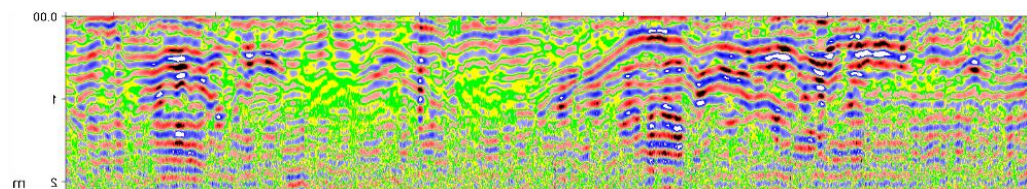


Figure 20: A5d

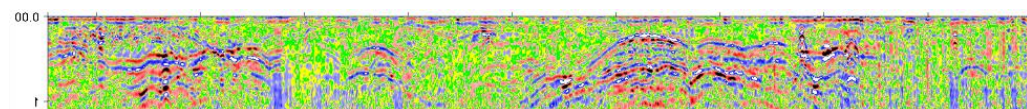


Figure 21: A5s

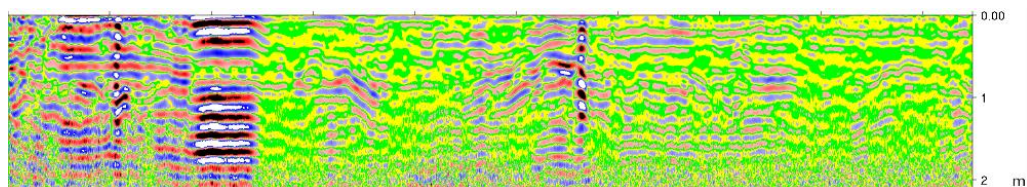


Figure 22: A6d

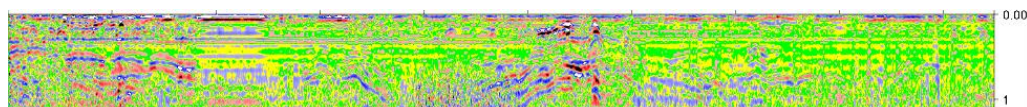


Figure 23: A6s

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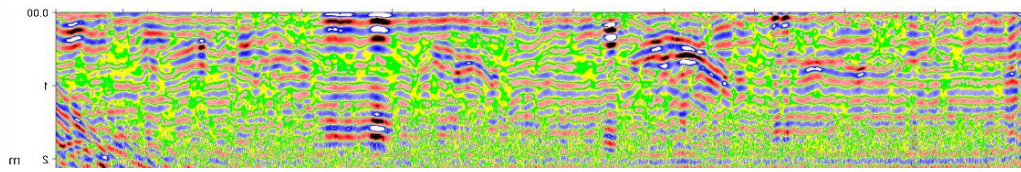


Figure 24: A7d

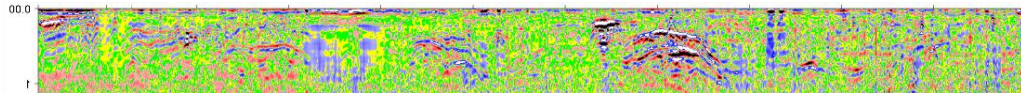


Figure 25: A7s

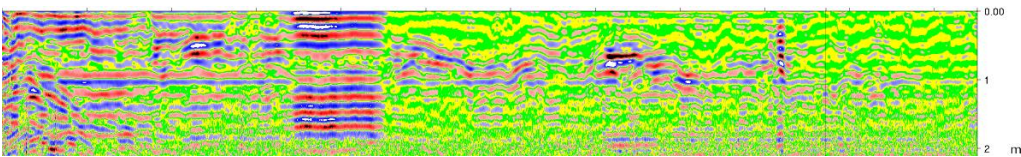


Figure 26: A8d

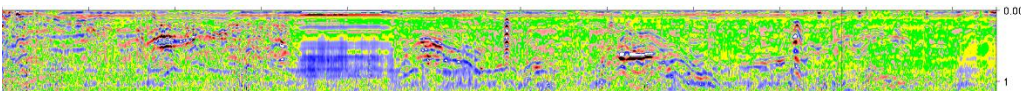


Figure 27: A8s

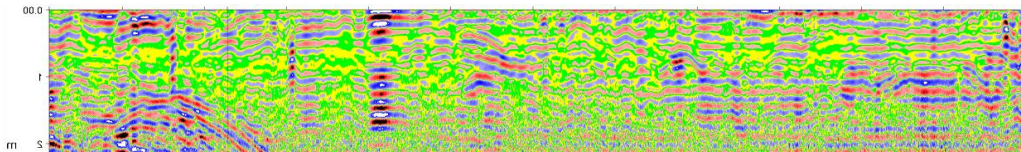


Figure 28: A9d

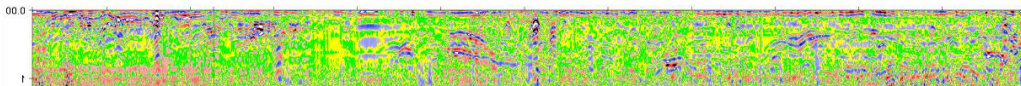


Figure 29: A9s

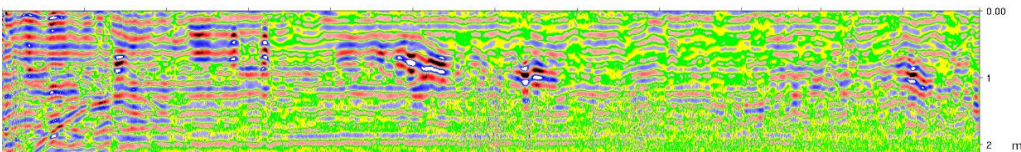


Figure 30: A10d

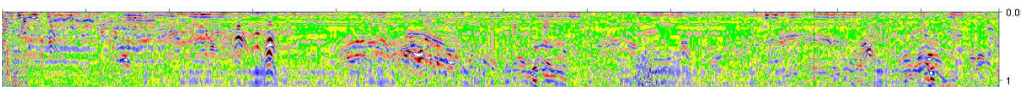


Figure 31: A10s

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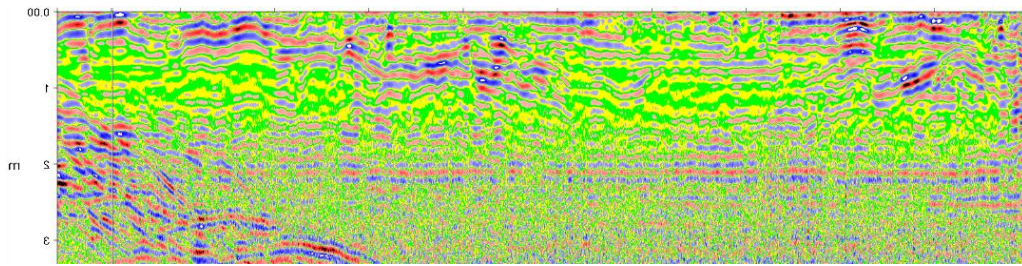


Figure 32: A11d

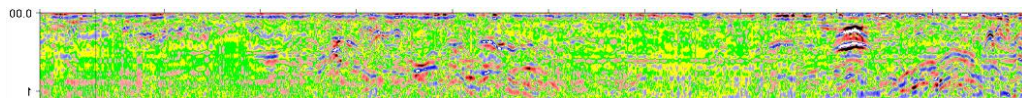


Figure 33: A11s

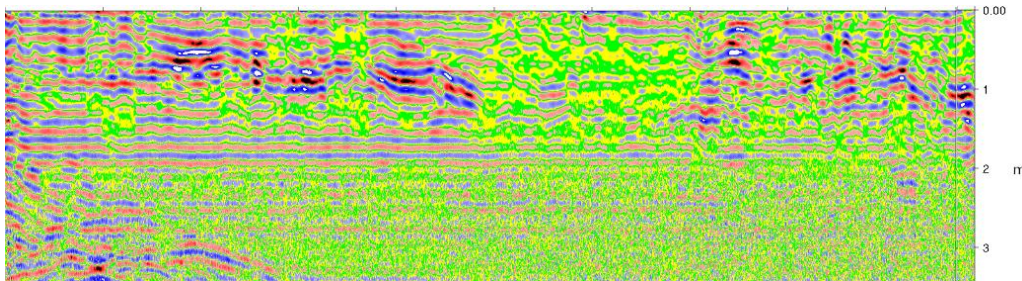


Figure 34: A12d

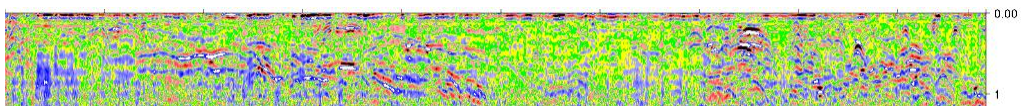


Figure 35: A12s

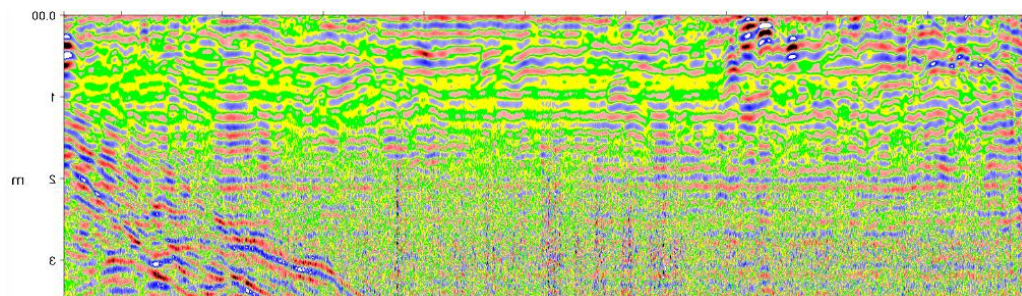


Figure 36: A13d

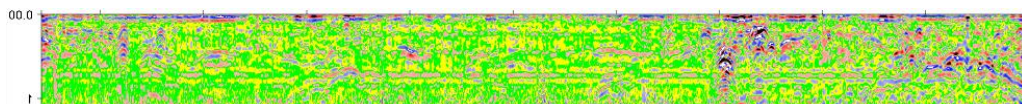


Figure 37: A13s

Archaeological Geophysical Survey

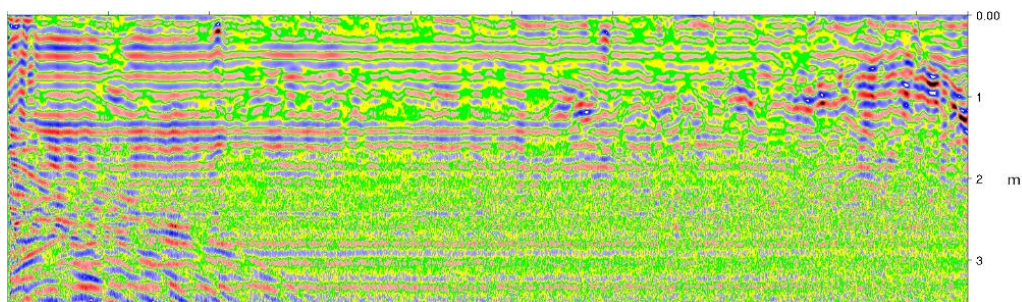


Figure 38: A14d

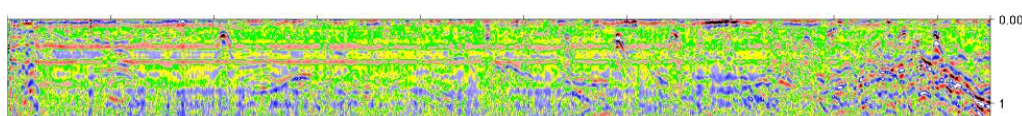


Figure 39: A14s

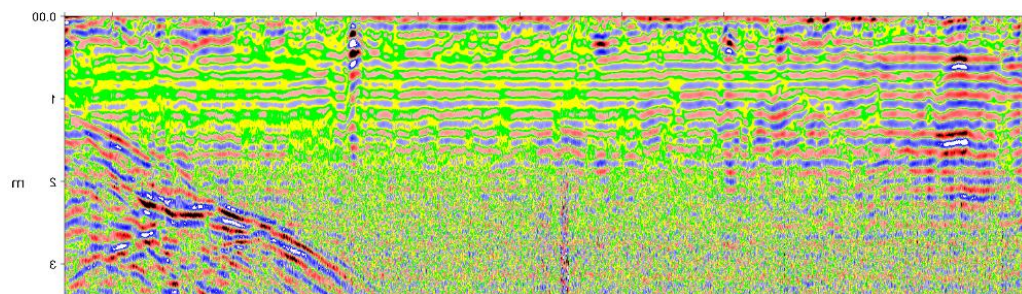


Figure 40: A15d

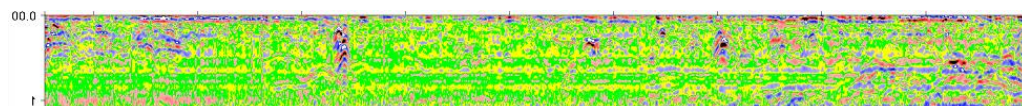


Figure 41: A15s

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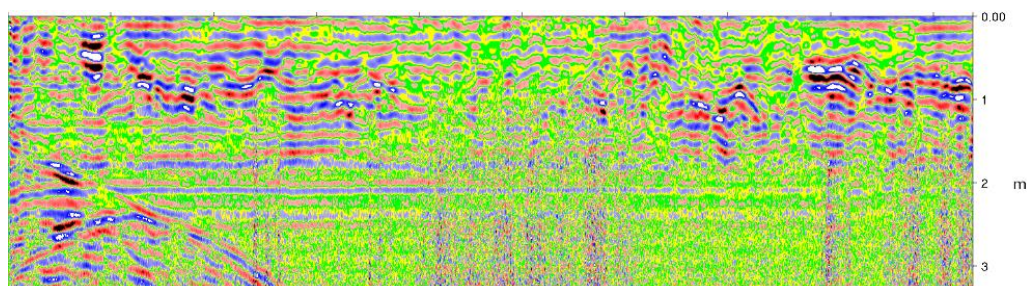


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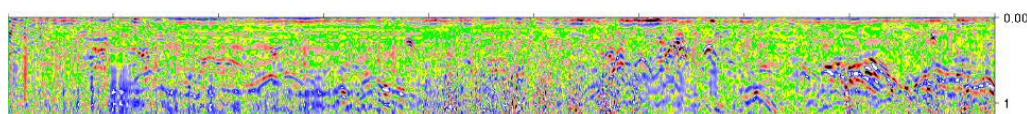


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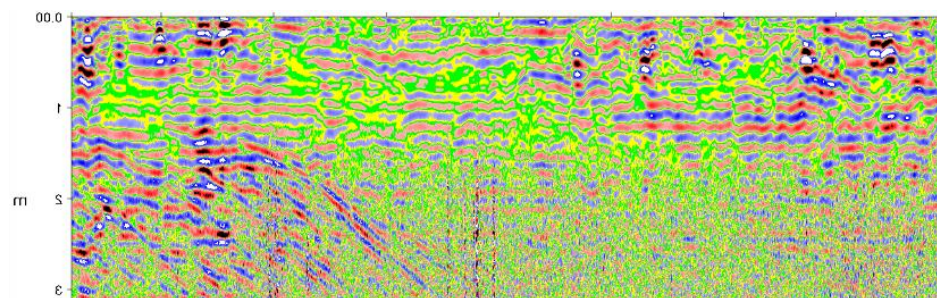


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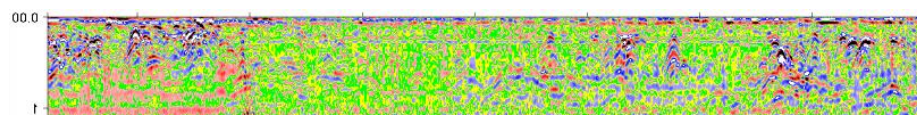


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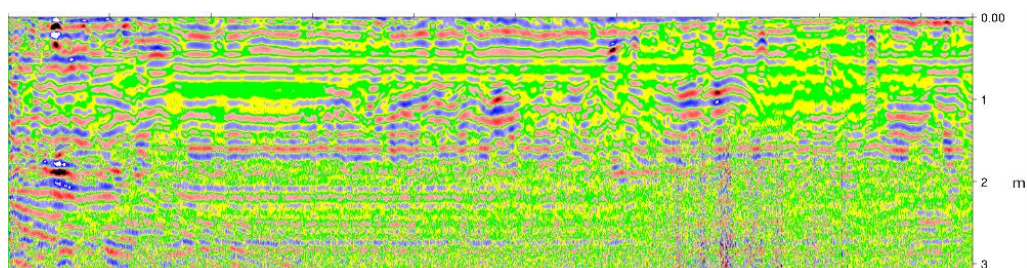


Figure 46: A18d

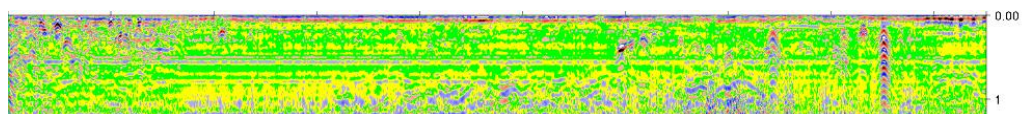


Figure 47: A18s

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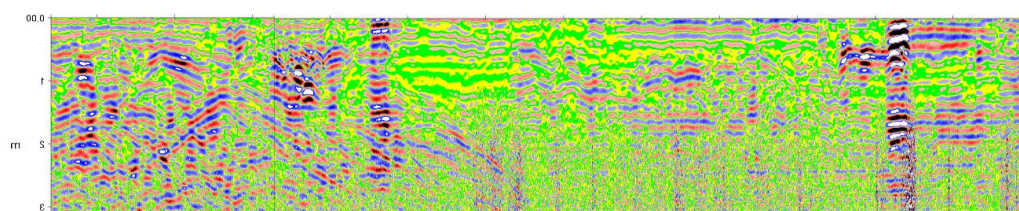


Figure 48: A19d

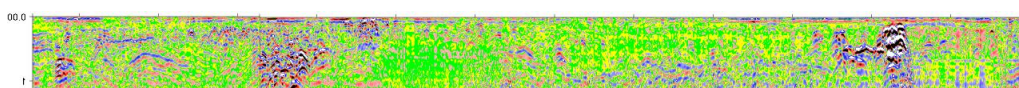


Figure 49: A19s

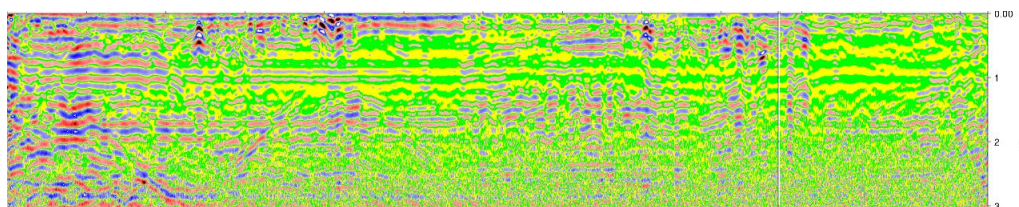


Figure 50: A20d

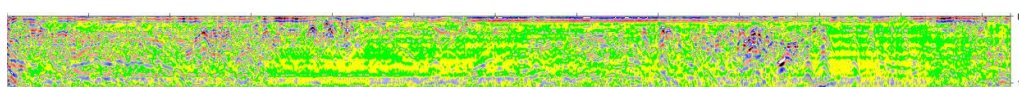


Figure 51: A20s

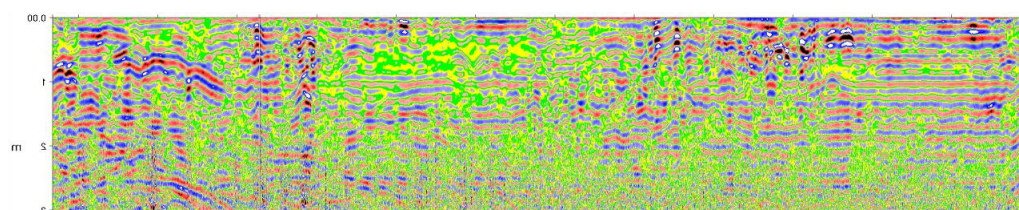


Figure 52: A21d

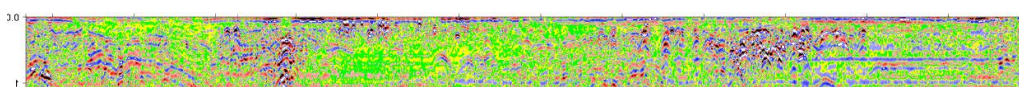


Figure 53: A21s

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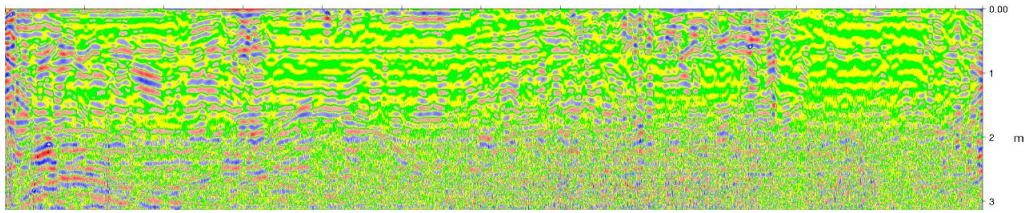


Figure 54: A22d

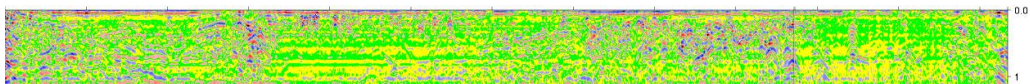


Figure 55: A22s

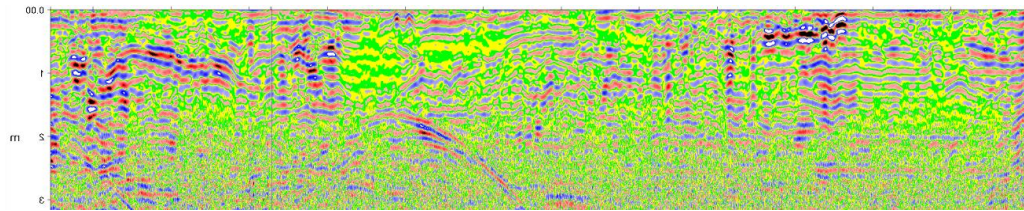


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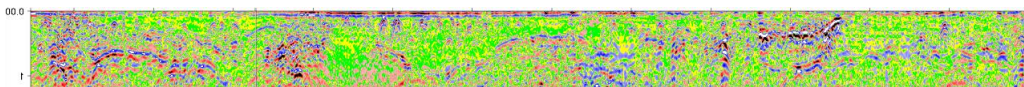


Figure 57: A23s

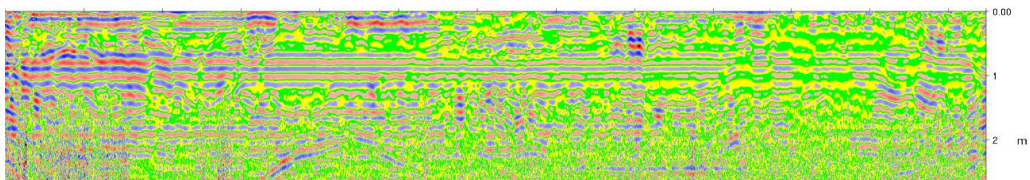


Figure 58: A24d

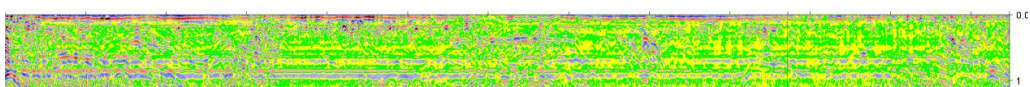


Figure 59: A24s

Archaeological Geophysical Survey

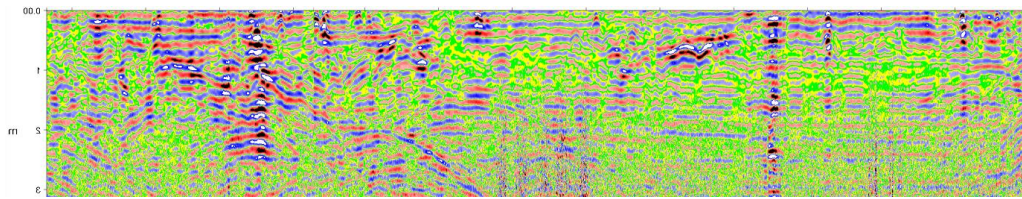


Figure 60: A25d

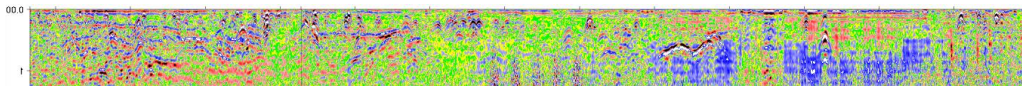


Figure 61: A25s

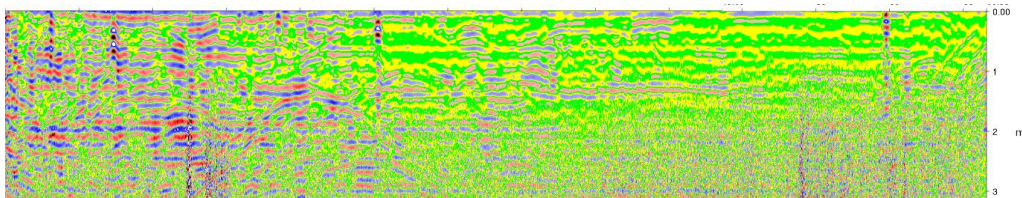


Figure 62: A26d

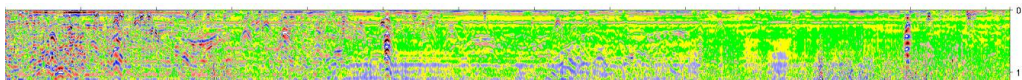


Figure 63: A26s

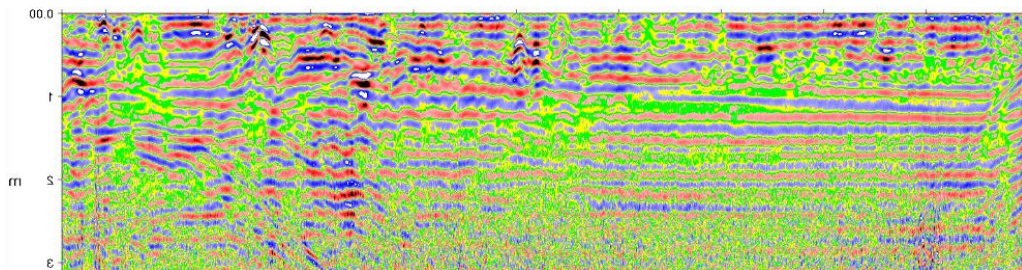


Figure 64: A27d

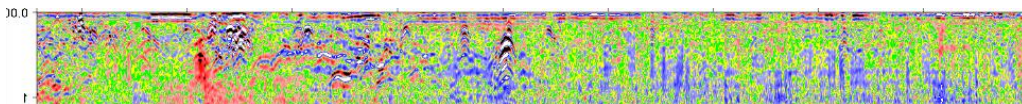


Figure 65: A27s

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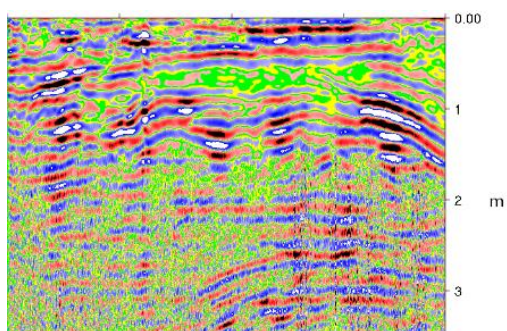


Figure 66: B1d

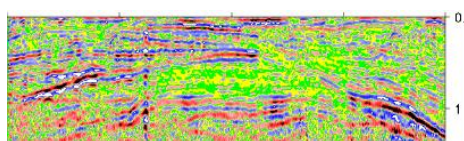


Figure 67: B1s

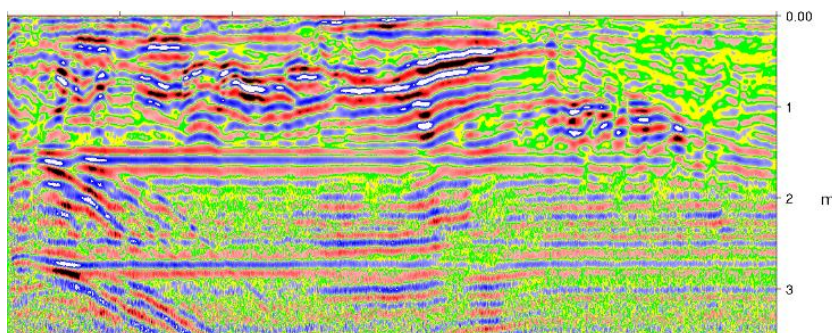


Figure 68: B2d

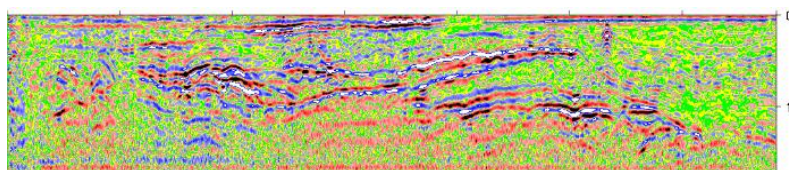


Figure 69: B2s

Archaeological Geophysical Survey

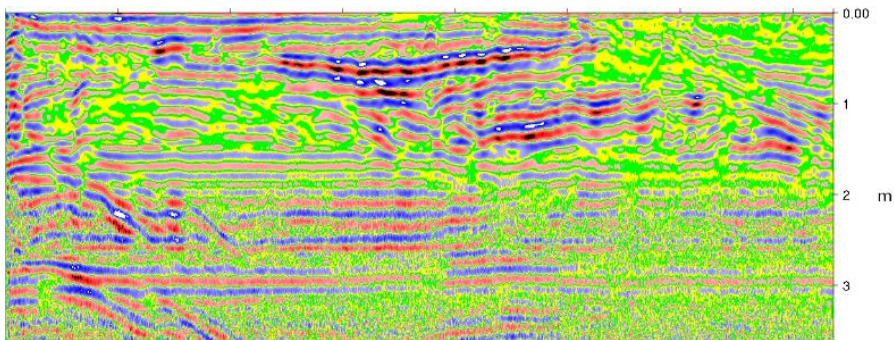


Figure 70: B3d

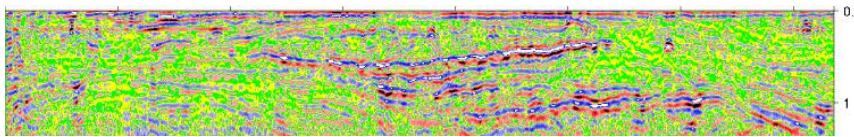


Figure 71: B3s

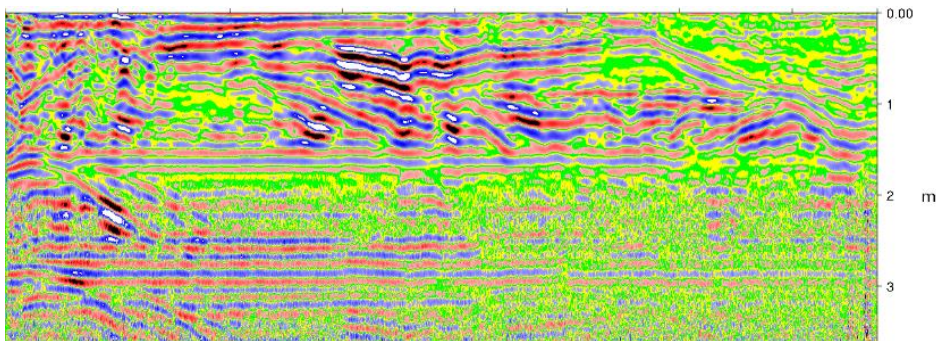


Figure 72: B4d

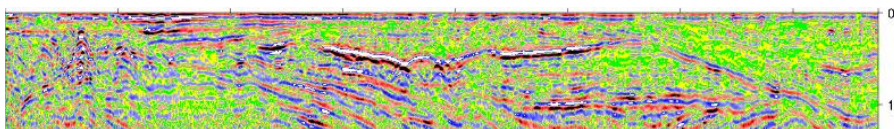


Figure 73: B4s

Archaeology Solutions Ltd

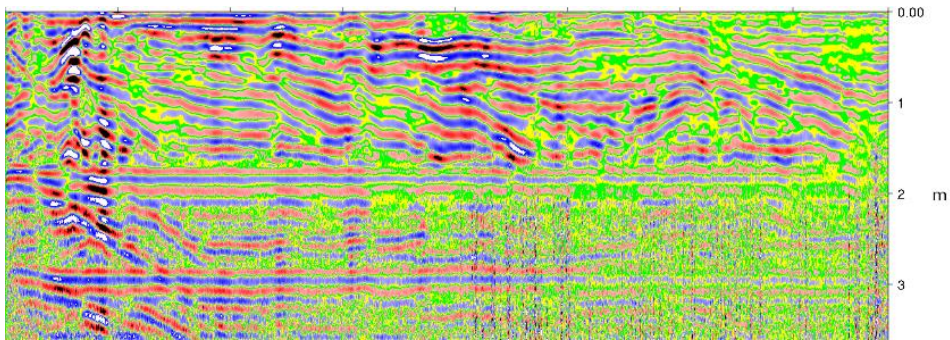


Figure 74: B5d

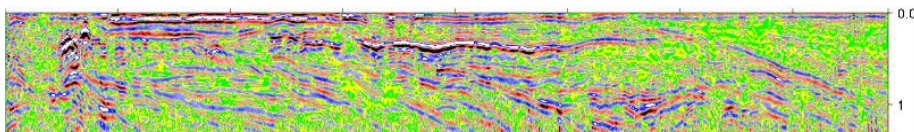


Figure 75: B5s

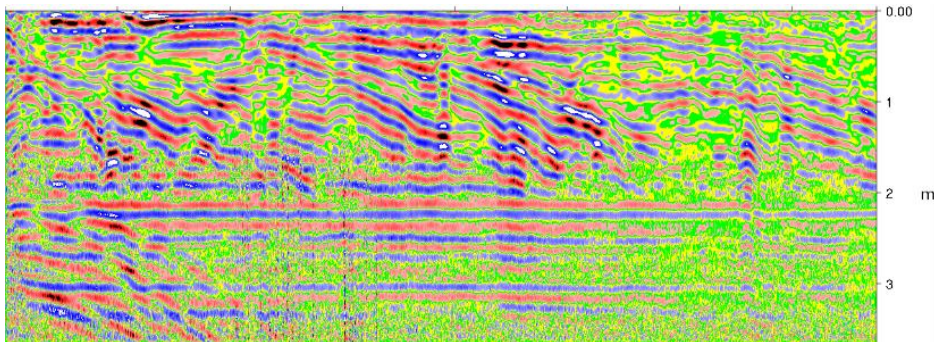


Figure 76: B6d

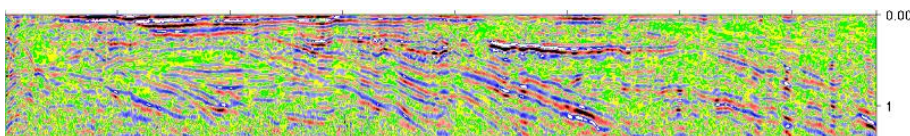


Figure 77: B6s

Archaeological Geophysical Survey

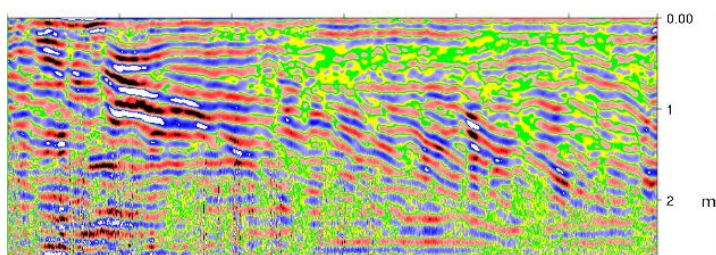


Figure 78: B7d

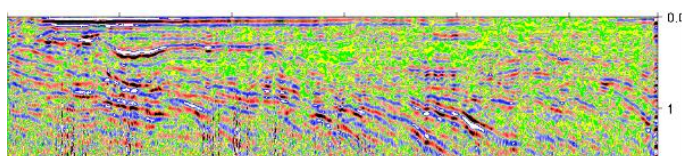


Figure 79: B7s

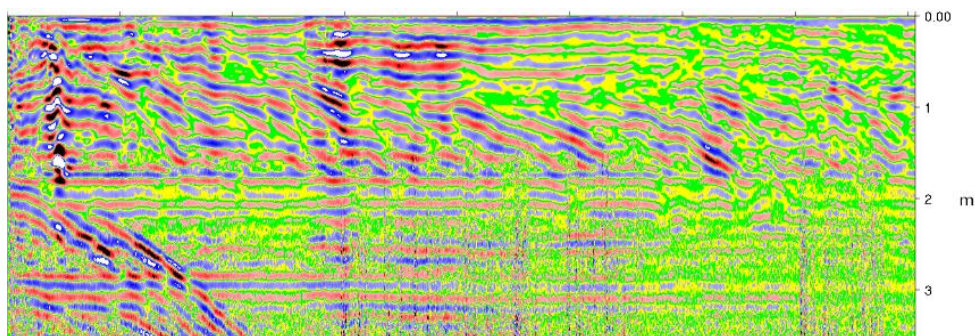


Figure 80: B8d

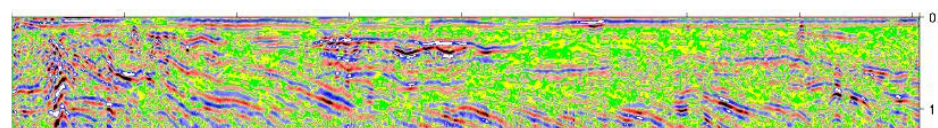


Figure 81: B8s

Item 9

Attachment C

Archaeology Solutions Ltd

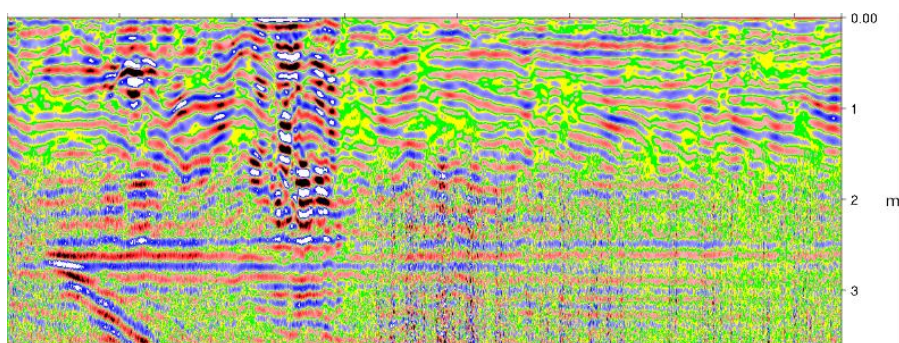


Figure 82: B9d

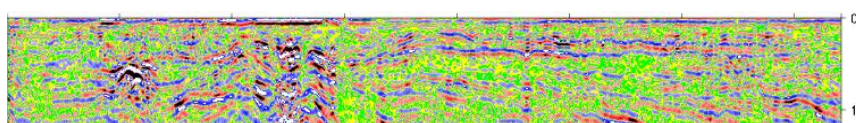


Figure 83: B9s

Archaeological Geophysical Survey

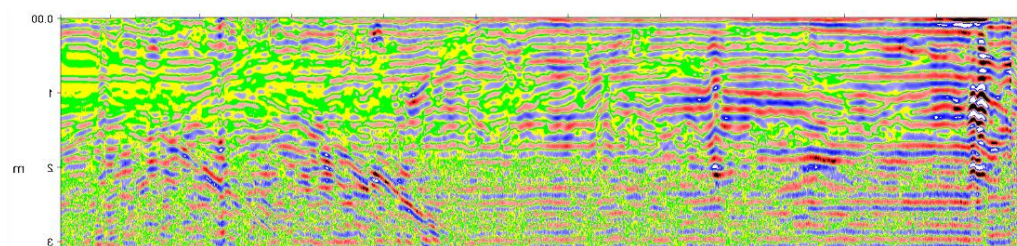


Figure 84: C1d

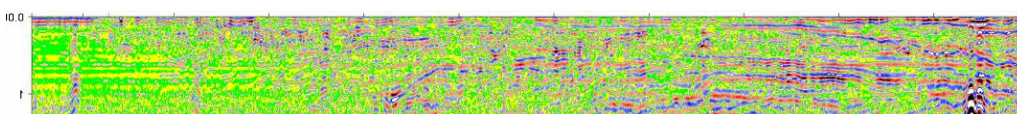


Figure 85: C1s

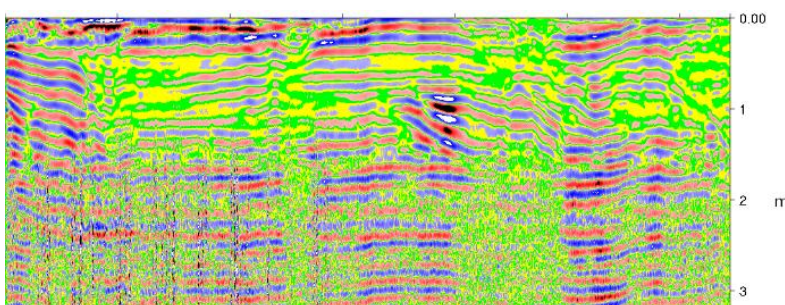


Figure 86: C2d

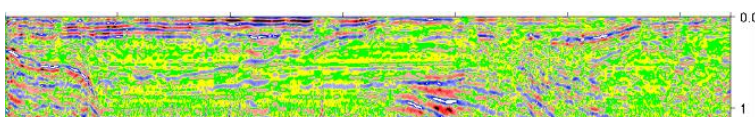


Figure 87: C2s

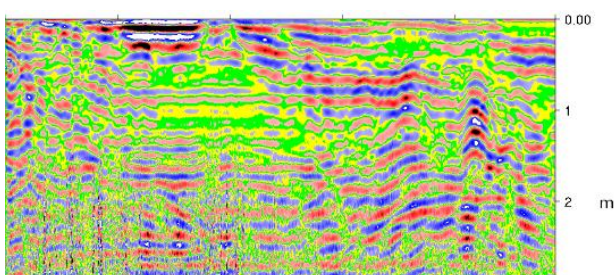


Figure 88: C3d

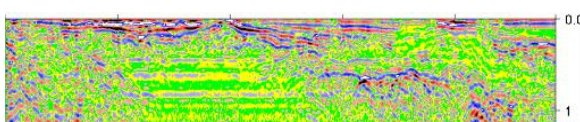


Figure 89: C3s

Item 9

Attachment C

Archaeology Solutions Ltd

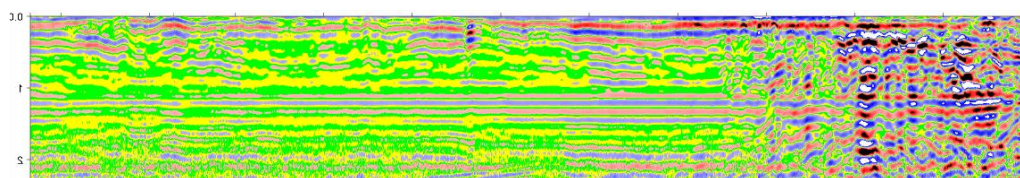


Figure 90: C4d

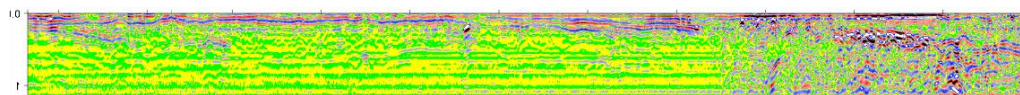


Figure 91: C4s

10. Allandale Reserve Committee Triennial Plan 2023-26 and Reserve Schedule

Reference Te Tohutoro: 25/1497321

Responsible Officer(s) Te Pou Matua: Linda Burkes, Governance Advisor

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

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 This report is to bring the Allandale Reserve Committee Triennial Plan (**Attachment A**) to Te Pātaka o Rākaihautū Banks Peninsula Community Board for its acceptance and support; and to bring the Allandale Reserve Schedule (**Attachment B**) to Te Pātaka o Rākaihautū Banks Peninsula Community Board for its endorsement.
- 1.2 As stated in clause 13 of Te Pātaka o Rākaihautū Banks Peninsula Reserve Committees Terms of Reference, a Triennial Plan identifies the Reserve Committees priorities and can be used to report on progress, and to support submissions to the Long-Term Plan (LTP) and Annual Plan (AP) processes for funding.
- 1.3 As stated in clause 1.2 of Te Pātaka o Rākaihautū Banks Peninsula Reserve Committees Terms of Reference, a Reserve Schedule will outline such things as: the reserves they are to co-manage, the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Allandale Reserve Committee Triennial Plan 2023-26 and Reserve Schedule and Reserve Schedule Report.
2. Accept and support the Allandale Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
3. Endorse the Allandale Reserve Schedule.
4. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 This report presents the opportunity to support the Reserve Committee's priorities and support the Allandale Reserve Triennial Plan through the Long-Term Plan and Annual Plan processes.
- 3.2 The preferred option is to accept and support the Allandale Reserve Triennial Plan and endorse the Allandale Reserve Schedule.
- 3.3 This is the preferred option because the Reserve Committee members have collaborated with staff to create this plan based off their priorities and have accepted the Reserve Schedule as a

true representation of the reserves they are to co-manage. Through the collaboration of this work, staff have approved deliverability for the proposed work subject to available budgets.

4. Background/Context Te Horopaki

- 4.1 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, every Reserve Committee is encouraged to create their Triennial Plan in collaboration with staff.
- 4.2 Allandale Reserve Committee has collaborated with staff to create the attached Allandale Reserve Triennial Plan which is now being placed in front of the Board for the Boards acceptance and support through the Long-Term Plan and Annual Plan processes.
- 4.3 Allandale Reserve Committee has accepted the attached Reserve Schedule outlining the reserves they are to co-manage, the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.4 The following reasonably practicable options were considered and are assessed in this report:
 - 4.4.1 Accept and support the Allandale Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
 - 4.4.2 Do not accept and support the Allandale Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
 - 4.4.3 Endorse the Allandale Reserve Schedule.
 - 4.4.4 Do not endorse the Allandale Reserve Schedule.

Options Descriptions Ngā Kōwhiringa

- 4.5 **Preferred Option:** Accept and support the Allandale Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
 - 4.5.1 **Option Description:** Allandale Reserve Committee has worked with staff to outline its operational plans for the term, priorities, and goals in a clear and collaborative work programme. The Triennial Plan can be used to report on progress and to support submissions to the Long-Term Plan (LTP) and Annual Plan (AP) processes for funding.
 - 4.5.2 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Terms of Reference (6 November 2023), the Triennial Plan will be submitted to the Board for their acceptance and support through the LTP and AP processes.
 - 4.5.3 **Option Advantages**
 - This option allows the Reserve Committee to have support for funding through the LTP and AP processes.
 - This option allows Allandale Reserve Committee to begin their programme of work.
 - No financial implications: The staff who create the Triennial Plan in collaboration with the Reserve Committee, can do the proposed work subject to available operational budgets. As such, by staff co-creating the Triennial Plan they are offering deliverability subject to their approved budgets.
 - 4.5.4 **Option Disadvantages**
 - There are no disadvantages to this option.

4.6 **Preferred Option:** Endorse the Allandale Reserve Schedule.

4.6.1 **Option Description:** Allandale Reserve Committee has accepted the Reserve Schedule as a true representation of the reserves they are to co-manage, the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.

4.6.2 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Terms of Reference (6 November 2023), the Reserve Schedule will be endorsed by the Board on a triennial basis.

4.6.3 **Option Advantages**

- This option outlines the scope of responsibility for Allandale Reserve Committee and enacts the Terms of Reference for reserve committees.

4.6.4 **Option Disadvantages**

- There are no disadvantages to this option.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

5.1 Staff that create the Triennial Plan in collaboration with the Reserve Committee, do so knowing the proposed work is deliverable subject to the available operational budgets.

5.2 There are no financial implications associated with endorsement of the Reserve Schedule.

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

6.1 There are no applicable risk management implications.

Legal Considerations Ngā Hīraunga ā-Ture

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

6.2.1 Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, clause 13.3 states:

The Committee is responsible for preparing a Triennial plan with guidance and support from Council staff. The plan will identify the Committee's priorities and can be used to report on progress and to support submissions to the LTP and AP processes for funding.

6.2.2 Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, clause 1.2 states:

Each Committee will have a Reserve Schedule, which will be endorsed by the Board on a Triennial basis.

6.3 Other Legal Implications:

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

Strategy and Policy Considerations Te Whai Kaupapa here

6.4 The required decisions:

6.4.1 Strongly align with the Community Outcomes and Strategic Priorities detailed in [Christchurch City Council's Strategic Framework](#), in particular:

- We can actively participate: Residents and groups in the wider community are socially and actively engaged and can initiate, influence and make decisions that affect their lives. Volunteers from the community form the Reserve Committee and collaborate with Council staff to co-manage the reserve.
- We have a sense of belonging and identity: We support and help build connections between communities and their places and spaces to foster a sense of local identity, shared experience, and stewardship. Banks Peninsula reserves are highly valued spaces where our rural and often isolated residents can gather for events that promote a sense of connection and community.
- We protect open space, landscape and biodiversity through the provision of parks and reserves, covenants, sites of ecological significance, consents, land, waterways and coastal restoration programmes.

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 considering the criteria set out in the Council's Significance and Engagement Policy.

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 Parks, Heritage and Coastal Environment

6.6.1 Activity: Parks and Foreshore

- Level of Service: 6.2.12 Active collaboration on plant and biodiversity project, including conservation of rare and threatened species - Actively collaborate with a partner on a conservation project
- Level of Service: 6.3.7.4 Volunteer participation at community opportunities across parks network - Volunteer hours - maintain or grow compared to previous year

Community Impacts and Views Ngā Mariu ā-Hāpori

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

6.7.1 Mt Herbert subdivision, Te Pātaka o Rākaihautū Banks Peninsula ward.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.8 The decision does not involve a significant decision in relation to 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.
- 6.9 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.
- 6.10 Te Rūnanga o Ngāti Wheke has kaitiakitanga over Allandale Reserve, although the acceptance and support of this Triennial Plan and endorsement of the Reserve Schedule does not involve or impact mana whenua.



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.
- 6.12 No significant impacts are anticipated because it relates to a continuation of existing reserve management.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 The Allandale Reserve Committee can continue their programme of work for this term on Allandale Reserve.
- 7.2 The Allandale Reserve Committee will have support for funding through the LTP and AP processes.
- 7.3 The Allandale Reserve Committee has a clear understanding of the scope of their responsibilities in co-management of the Reserve with Council staff and the Community Board.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A	Allandale Reserve Triennial Plan 2023-26	25/1498409	148
B	Allandale Reserve Schedule - July 2025	25/1498716	153

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Linda Burkes - Banks Peninsula Governance Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula

Allandale Reserve Committee

Allandale Reserve Triennial Goals & Operational Plan 2023-26

Allandale Domain is the most substantial area of flat public open space in the Governors Bay area. There is an Allandale Recreation Reserve Management Plan from 2006, and an Allandale Recreation Reserve Concept Plan from 2019. Most recently, the Allandale Domain has been a part of the Coastal Hazards Adaptations Plan for Whakaraupō Lyttelton Harbour and Koukourarata Port Levy, which was adopted in March 2025.

The Allandale Reserve Committee is responsible for the co-management and planning of activities within Allandale Domain and Allandale Layby. This committee is elected by the local community on a triennial basis to represent community views, thereby providing guidance for management of the reserve by Christchurch City Council. As stated in the Terms of Reference 2022, the committee shall prepare a Triennial operational plan to identify priorities, goals and a work programme for the three years.

The focus areas for management within the reserve for the 2023-2026 triennium include:

- Native planting
- Improving signage
- Tidying up areas including behind the hall and the horse paddock
- Litter removal, especially by waterways

The purpose of this triennial operational plan is to clarify outcomes and guide priorities for work in Allandale Domain and Layby. The operational plan is non-statutory; however it serves as guidance for setting budget allocation and planning activities. The plan should be updated annually in line with budgeting for the reserve.

The Allandale Reserve Committee also has strong involvement in the hall on Allandale Domain, but that is not covered in the Triennial Plan.

The Allandale Reserve Committee has shown interest in other reserves in the wider Governors Bay area. Christchurch City Council Parks team agrees to raise any issues or plans on these sites with the Reserve Committee to seek feedback:

- Cholmondeley Reserve – by the Governors Bay Fire Station, 102 Main Road, Governors Bay
- Stream Reserve – in Sandy Bay, 3 Main Road, Governors Bay
- Governors Bay Scenic Reserve – 18A Jetty Road, Governors Bay

Allandale Reserves Operational Maintenance Schedule			
Maintenance type	Parks Unit input	RC input	Other input
Amenity mowing	Fortnightly		
Horse paddock mowing	Monthly		
Garden maintenance	Monthly		
Spraying	Monthly		
Tracks	As required		
Signage/displays	As required		
Pest animal			Conservation Volunteers – including some members of this committee
Pest plants	As required		
Plantings	Support with advice, plants, tools, equipment	Planting and maintenance	
Trees	Minor pruning by maintenance team		Treetech – when required
Furniture e.g. seats	As required		
Litter e.g. by waterways	Fortnightly Assist RC with clean up days e.g. equipment and litter removal	Clean up events Snap Send Solve illegal dumping	

Allandale Reserves Goals 2023-2026	
Focus Area	Triennial Goals
Native planting	<ul style="list-style-type: none"> Use plants grown by Cholmondeley Children's Centre.
Track development	<ul style="list-style-type: none"> Keep up to date with any progress of the Head-to-Head Walkway project.
Signage	<ul style="list-style-type: none"> Install, replace and repair signage.
Fencing	<ul style="list-style-type: none"> Remove boundary fence along foreshore of the Domain.
Horse paddock	<ul style="list-style-type: none"> Tidy up horse paddock.
Soak area behind container/hall	<ul style="list-style-type: none"> Tidy up and enhancement of area.
Tree work	<ul style="list-style-type: none"> Removal of macrocarpas along foreshore of the Domain.

Allandale Reserves Operational Plan 2023-2026				
Focus Area	Targets FY2025	Targets FY2026	Aspirational Budget Estimate	BAU Operational Budget Guideline
Native planting	Explore options for native planting, including where to put plants grown by Cholmondeley Children's Centre. Explore impact of Coastal Hazards Adaptation Plan on future planting, as shown in the Allandale Recreation Reserve Concept Plan 2019.			
Track development	Head-to-Head Walkway project ongoing			
Signage	Explore options for signage in Allandale Layby. Install sign about birdlife.			
Fencing	Remove fencing on foreshore of domain			
Horse paddock	Repair or renewal of gate Equipment shifted or offered back to pony club			
Soak area behind container/hall	Assess opportunities for enhancement	Removal of containers and any unwanted contents		
Tree work	Assess feasibility of removing macrocarpas along foreshore of the Domain i.e. is it worthwhile to remove them soon, is there budget or will they die of saltwater intrusion			

RESERVE COMMITTEE – RESERVE SCHEDULE

Allandale Reserve Reserves and Facilities for: **Allandale Reserve Committee**



Reserves and Facilities for: **Allandale Reserve Committee**

Item	Description / Address	
Reserve	Allandale Domain	Allandale Domain (known as Allandale Transport Yard)
Address	133 Governors Bay - Teddington Road Allandale	153 Governors Bay - Teddington Road Allandale
Legal Description Certificate of Title	Lot 1 DP 41288 CB24A/300	Lot 3 DP 41288 CB24A/302
Reserve Classification	Recreation	Recreation
Subject to Reserves Act Y/N	Yes	Yes
Gazette Notice	NZ Gazette 1983 p3469 Pusuant to the Reserves Act 1977 classifies the reserve as recreation reserve and further declares that the Governors Bay recreation reserve shall hereafter be known as the Allandale Domain	NZ Gazette 1985 p16 Pusuant to the Reserves Act 1977 clasifies the reserve as recreation reserve and further declares that the Governors Bay recreation reserve shall hereafter be known as the Allandale Domain
Crown derived Y/N	Yes	Yes

	Reserve vested in Council in trust for recreation purposes	Reserve vested in Council in trust for recreation purposes
Land Area	2.1921 hectares	0.3544 hectares
District Plan Zoning	Open Space Community Parks Rural, Banks Peninsula	Open Space Community Parks Rural, Banks Peninsula
Wai Tapu / Silent File	District Plan Ngā Tūranga Tūpuna Site ID 46 Ōhinetahi Pā	District Plan Ngā Tūranga Tūpuna Site ID 46 Ōhinetahi Pā
Flooding Risk	District Plan Coastal Inundation 51 Coastal Erosion ID 25	District Plan Coastal Inundation 51 Coastal Erosion ID 25
Leases	No	Yes – to Fulton Hogan Ltd for the majority portion. Lease 1 July 2020 for a term of thirty years, with no rights of renewal and a final expiry date of 30 June 2050.
Community Facilities	Community Hall, Storage Sheds, Ablution Blocks/toilets, footbridges	Commercial Transport Yard/Buildings Historic Gaol
Camping Ground Facilities	No	No
Sports / Parks Facilities	Sports Park	Surplus – Commercially Leased
Heritage Buildings/Structures		Gaol - 1877 Located on a small triangular site at the south end of the land parcel.
Assets / machinery	Tractor and Mower	
User Groups		
Employees	No	
Reserve Management Plan	10/224915 2006	This part of the reserve does not appear to be included in the 2006 Reserve Management Plan.
Landscape Development Plan	Various – Folder CP500460/01 22/1279939	
Plantings / Protected Trees	Miscellaneous trees	
Maintenance	Committee members, parks unit and CCC Contractors	Gaol only - Committee members, parks unit and CCC Contractors
Policies / Registers	Council Policies & Bylaws	
Rūnanga	Te Hapū o Ngāti Wheke	
Specific Community Committee is Located in	Mt Herbert subdivision	
Council Staff Liaison	Hannah Murdoch – Parks Andrea Wild – Community Development Adviser, Linda Burkes – Governance Adviser Matthew Pratt – Community Facilities & Activation Manager	
Relevant Council Teams	Parks, Community Facilities & Activation, Heritage, Sports & Recreation, Community Governance	
Board Member Liaison	Howard Needham	

11. Lyttelton Reserves Schedule

Reference Te Tohutoro: 25/1365711

Responsible Officer(s) Te Pou Matua: Linda Burkes, Governance Advisor

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

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 This report is to bring the Lyttelton Reserves Schedule (**Attachment A**) to Te Pātaka o Rākaihautū Banks Peninsula Community Board for its endorsement.
- 1.2 As stated in clause 1.2 of Te Pātaka o Rākaihautū Banks Peninsula Reserve Committees Terms of Reference, a Reserve Schedule will outline such things as: the reserves they are to co-manage, the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.
- 1.3 This Reserve Schedule provides the Lyttelton Reserves Committee a clear understanding of the scope of their responsibilities in co-management of the Reserves with Council staff and the Community Board.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Lyttelton Reserves Schedule Report.
2. Endorse the Lyttelton Reserves Schedule.
3. Note that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 This report presents the opportunity to agree on the reserves and facilities identified under the co-management of Council and the Lyttelton Reserves Committee.
- 3.2 The preferred option is to endorse the Lyttelton Reserves Schedule.
- 3.3 This is the preferred option because the Reserve Committee members have accepted the Reserves Schedule as a true representation of the reserves they are to co-manage.

4. Background/Context Te Horopaki

- 4.1 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, every Reserve Committee is encouraged to confirm their Reserve Schedule, in collaboration with staff.
- 4.2 Lyttelton Reserves Committee has accepted the attached Reserves Schedule outlining the reserves they are to co-manage, the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.3 The following reasonably practicable options were considered and are assessed in this report:
- 4.3.1 Endorse the Lyttelton Reserves Schedule.
 - 4.3.2 Do not endorse the Lyttelton Reserves Schedule.

Options Descriptions Ngā Kōwhiringa

- 4.4 **Preferred Option:** Endorse the Lyttelton Reserves Schedule.
- 4.4.1 **Option Description:** Lyttelton Reserves Committee has accepted the Reserve Schedule as a true representation of the reserves they are to co-manage, the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.
 - 4.4.2 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Terms of Reference (6 November 2023), the Reserves Schedule will be endorsed by the Board on a triennial basis.
 - 4.4.3 **Option Advantages**
 - This option outlines the scope of responsibility for Lyttelton Reserves Committee and enacts the Terms of Reference for reserve committees.
 - 4.4.4 **Option Disadvantages**
 - There are no disadvantages to this option.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

- 5.1 There are no financial implications associated with endorsement of the Reserves Schedule.

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 There are no applicable risk management implications.

Legal Considerations Ngā Hīraunga ā-Ture

- 6.2 Statutory and/or delegated authority to undertake proposals in the report:
- 6.2.2 Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, clause 1.2 states:

Each Committee will have a Reserve Schedule, which will be endorsed by the Board on a Triennial basis.
- 6.3 Other Legal Implications:
- 6.3.1 There is no legal context, issue, or implication relevant to this decision.

Strategy and Policy Considerations Te Whai Kaupapa here

- 6.4 The required decisions:

- 6.4.1 Strongly align with the Community Outcomes and Strategic Priorities detailed in [Christchurch City Council's Strategic Framework](#), in particular:
- We can actively participate: Residents and groups in the wider community are socially and actively engaged and can initiate, influence and make decisions that affect their lives. Volunteers from the community form the Reserve Committee and collaborate with Council staff to co-manage the reserves.
 - We have a sense of belonging and identity: We support and help build connections between communities and their places and spaces to foster a sense of local identity, shared experience, and stewardship. Banks Peninsula reserves are highly valued spaces where our rural and often isolated residents can gather for events that promote a sense of connection and community.
 - We protect open space, landscape and biodiversity through the provision of parks and reserves, covenants, sites of ecological significance, consents, land, waterways and coastal restoration programmes.
- 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 considering the criteria set out in the Council's Significance and Engagement Policy.
- 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 Parks, Heritage and Coastal Environment
- 6.6.1 Activity: Parks and Foreshore
- Level of Service: 6.2.12 Active collaboration on plant and biodiversity project, including conservation of rare and threatened species - Actively collaborate with a partner on a conservation project
 - Level of Service: 6.3.7.4 Volunteer participation at community opportunities across parks network - Volunteer hours - maintain or grow compared to previous year

Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.7 The decision affects the following wards/Community Board areas:
- 6.7.1 Lyttelton subdivision, Te Pātaka o Rākaihautū Banks Peninsula ward.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.8 The decision does not involve a significant decision in relation to 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.
- 6.9 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.
- 6.10 Te Hapū o Ngāti Wheke has kaitiakitanga over Lyttelton Reserves, although the endorsement of this Reserve Schedule does not involve or impact mana whenua.

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.

- 6.12 No significant impacts are anticipated because it relates to a continuation of existing reserve management.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 The Lyttelton Reserves Committee has a clear understanding of the scope of their responsibilities in co-management of the Reserves with Council staff and the Community Board.
- 7.2 The Lyttelton Reserves Committee can continue to work towards achieving the goals and aspirations outlined in its Urumau and Whakaraupō Triennial Plans, which were approved by Te Pātaka o Rākaihautū Banks Peninsula Community Board at its meetings on 10 June 2024 and 9 June 2025 respectively.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Lyttelton Reserves Schedule - 8 September 2025	25/1365755	159

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

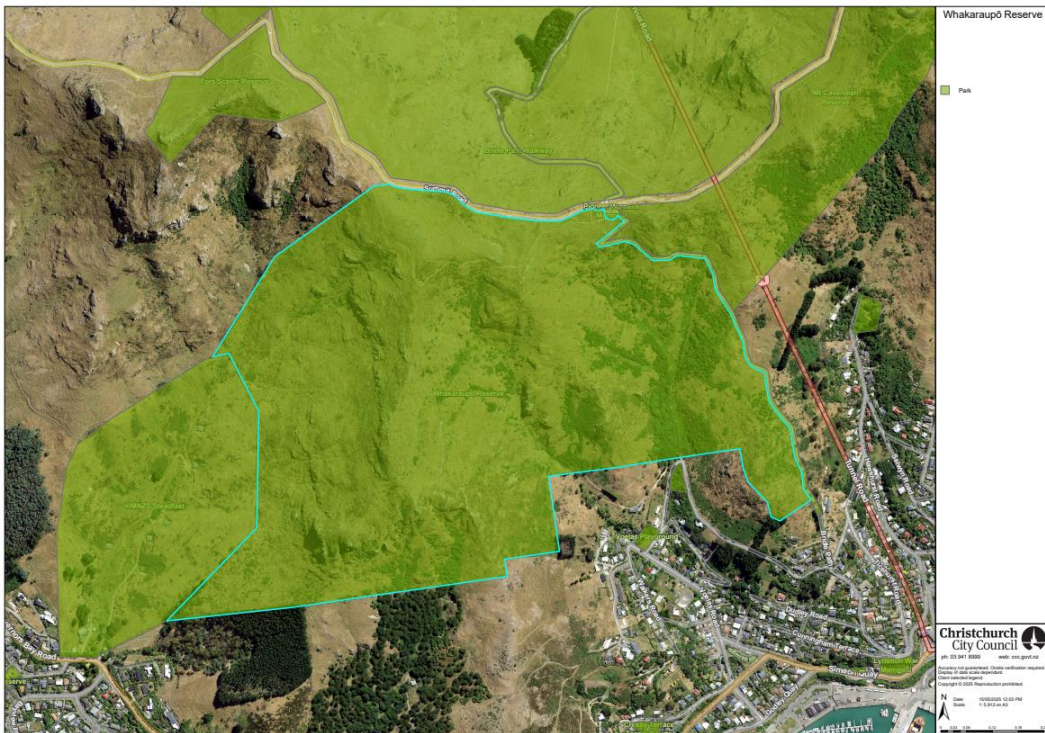
Author	Linda Burkes - Banks Peninsula Governance Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula

RESERVE COMMITTEE – RESERVE SCHEDULE

URUMAU RESERVE



WHAKARAUPŌ RESERVE



Reserves and Facilities for: **Lyttelton Reserves Committee**

Item		Description / Address		
Reserve		Urumau Reserve	Whakaraupō Reserve	
Address		97 Sumner Road, Lyttelton	34 Bridle Path	
Urumau				
Legal Description	Certificate of Title	Land Area	Subject to Reserves Act	Gazette Notice
Section 1 SO 536530 97 Sumner Road	930267	24.5872ha	Yes	NZ Gaz 2005 p1916 Declared Recreation Reserve Council owned NZ Gaz 2019-In5960 Land declared road. (Note this was parcel of land taken to realign Sumner Road after the earthquakes)
Lot 4 DP 11432 74 Reserve Terrace	CB7D/706	0.1147ha	Yes	NZ Gaz 2005 p1916 Declared Recreation Reserve Council owned
LOT 2 DP 13405 12 Foster Terrace	CB29K/602	0.0728ha	Fee simple, no purpose	Managed as part of Urumau Reserve Council owned
LOT 14 DP 34250 24 Foster Terrace	CB14B/117	0.0440ha	Yes	Council owned Vested on deposit as Recreation Reserve. Needs to be formally gazetted.
LOT 1 DP 24758 18 Gilmour Terrace	CB7D/707	0.0812ha	Fee simple, no purpose	Managed as part of Urumau Reserve Council owned
Whakaraupō				
Legal Description	Certificate of Title	Land Area	Subject to Reserves Act	Gazette Notice
Pt Lot 3 DP 2983	CB24A/40	61.4403ha	Yes	NZ Gaz 2005 p1916 Declared Recreation Reserve Council owned Note: On title Declaration pursuant to Section 6 of the Summit Road (Canterbury) Protection Act 1963 declaring part of the within land protected land in terms of that Act 20.1.1975
RS 12599	CB21B/868	8.0937ha	Yes	NZ Gaz 2005 p1916 Declared Recreation Reserve Council owned
RS 477	CB526/107	14.5686ha	Yes	NZ Gaz 2005 p1916 Declared Recreation Reserve Council owned
Lot 1 DP 1503	CB21B/870	2.3598ha	Yes	NZ Gaz 2005 p1916 Declared Recreation Reserve Council owned
Reserve Classification		Recreation Reserve		Recreation Reserve
District Plan Zoning		Open Space Natural		Open Space Natural
Wai Tapu / Silent File		Ngā Tūranga Tūpuna Ohinehou		Part within Ngā Tūranga Tūpuna Ohinehou

Flooding Risk	Remaining Slope Instability Management Area	Remaining Slope Instability Management Area 2 Rockfall Management Areas
Community Facilities	No	No
Camping Ground Facilities	No	No
Sports / Parks Facilities	Walking and mountain bike tracks	Tracks Bridle Path
Heritage Buildings/Structures	Polhill's Bay shooting ranges date back to 1866	No
Assets / machinery	Spray equipment/hand tools	
User Groups		
Employees	No	No
Reserve Management Plan	Intention to include in Port Hills Plan in future	Intention to include in Port Hills Plan in future
Landscape Development Plan	Trim: 18/871058 Urumau Reserve Development Plan	
Plantings / Protected Trees		Trim: 24/1000450 Whakaraupo Reserve Botanical Survey
Maintenance	Committee members, Contractors, Community Volunteers	
Policies / Registers	Council Policies and Bylaws	
Rūnanga	Te Hapu o Ngāti Wheke	
Specific Community Committee Located in	Lyttelton Subdivision	
Council Staff Liaison	Paul Devlin – Parks Linda Burkes and Jo Wells - Governance	
Relevant Council Teams	Parks, Governance	
Board Member Liaison	Jillian Frater	

12. Cass Bay Reserve Committee Triennial Plan 2023-25 and Reserve Schedule.

Reference Te Tohutoro: 25/1397344

Responsible Officer(s) Te Pou Matua: Linda Burkes, Governance Advisor

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

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 This report is to bring the Cass Bay Reserve Committee Triennial Plan (**Attachment A**) to Te Pātaka o Rākaihautū Banks Peninsula Community Board for its acceptance and support; and to bring the Cass Bay Reserve Schedule (**Attachment B**) to Te Pātaka o Rākaihautū Banks Peninsula Community Board for its endorsement.
- 1.2 As stated in clause 13 of Te Pātaka o Rākaihautū Banks Peninsula Reserve Committees Terms of Reference, a Triennial Plan identifies the Reserve Committees priorities and can be used to report on progress, and to support submissions to the Long-Term Plan (LTP) and Annual Plan (AP) processes for funding.
- 1.3 As stated in clause 1.2 of Te Pātaka o Rākaihautū Banks Peninsula Reserve Committees Terms of Reference, a Reserve Schedule will outline such things as: the reserves they are to co-manage, the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Cass Bay Reserve Committee Triennial Plan 2022-25 Triennial Plan and Reserve Schedule Report.
2. Accept and support the Cass Bay Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
3. Endorse the Cass Bay Reserve Schedule.
4. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 This report presents the opportunity to support the Reserve Committee's priorities and support the Cass Bay Reserve Triennial Plan through the Long-Term Plan and Annual Plan processes.
- 3.2 The preferred option is to accept and support the Cass Bay Reserve Triennial Plan and endorse the Cass Bay Reserve Schedule.
- 3.3 This is the preferred option because the Reserve Committee members have collaborated with staff to create this plan based off their priorities and have accepted the Reserve Schedule as a

true representation of the reserves they are to co-manage. Through the collaboration of this work, staff have approved deliverability for the proposed work subject to available budgets.

4. Background/Context Te Horopaki

- 4.1 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, every Reserve Committee is encouraged to create their Triennial Plan, and confirm their Reserve Schedule, in collaboration with staff.
- 4.2 Cass Bay Reserve Committee has collaborated with staff to create the attached Cass Bay Reserve Triennial Plan which is now being placed in front of the Board for the Boards acceptance and support through the Long-Term Plan and Annual Plan processes.
- 4.3 Cass Bay Reserve Committee has accepted the attached Reserve Schedule outlining the reserves they are to co-manage, the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.4 The following reasonably practicable options were considered and are assessed in this report:
 - 4.4.1 Accept and support the Cass Bay Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
 - 4.4.2 Do not accept and support the Cass Bay Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
 - 4.4.3 Endorse the Cass Bay Reserve Schedule.
 - 4.4.4 Do not endorse the Cass Bay Reserve Schedule.

Options Descriptions Ngā Kōwhiringa

- 4.5 **Preferred Option:** Accept and support the Cass Bay Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
 - 4.5.1 **Option Description:** Cass Bay Reserve Committee has worked with staff to outline its operational plans for the term, priorities, and goals in a clear and collaborative work programme. The Triennial Plan can be used to report on progress and to support submissions to the Long-Term Plan (LTP) and Annual Plan (AP) processes for funding.
 - 4.5.2 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Terms of Reference (6 November 2023), the Triennial Plan will be submitted to the Board for their acceptance and support through the LTP and AP processes.
 - 4.5.3 **Option Advantages**
 - This option allows the Reserve Committee to have support for funding through the LTP and AP processes.
 - This option allows Cass Bay Reserve Committee to begin their programme of work.
 - No financial implications: The staff who create the Triennial Plan in collaboration with the Reserve Committee, can do the proposed work subject to available operational budgets. As such, by staff co-creating the Triennial Plan they are offering deliverability subject to their approved budgets.

4.5.4 **Option Disadvantages**

- There are no disadvantages to this option.

4.6 **Preferred Option:** Endorse the Cass Bay Reserve Schedule.

4.6.1 **Option Description:** Cass Bay Reserve Committee has accepted the Reserve Schedule as a true representation of the reserves they are to co-manage, the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.

4.6.2 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Terms of Reference (6 November 2023), the Reserve Schedule will be endorsed by the Board on a triennial basis.

4.6.3 **Option Advantages**

- This option outlines the scope of responsibility for Cass Bay Reserve Committee and enacts the Terms of Reference for reserve committees.

4.6.4 **Option Disadvantages**

- There are no disadvantages to this option.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

- 5.1 Staff that create the Triennial Plan in collaboration with the Reserve Committee, do so knowing the proposed work is deliverable subject to the available operational budgets.
- 5.2 There are no financial implications associated with endorsement of the Reserve Schedule.

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 There are no applicable risk management implications.

Legal Considerations Ngā Hīraunga ā-Ture

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

6.2.1 Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, clause 13.3 states:

The Committee is responsible for preparing a Triennial plan with guidance and support from Council staff. The plan will identify the Committee's priorities and can be used to report on progress and to support submissions to the LTP and AP processes for funding.

6.2.2 Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, clause 1.2 states:

Each Committee will have a Reserve Schedule, which will be endorsed by the Board on a Triennial basis.

- 6.3 Other Legal Implications:

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

Strategy and Policy Considerations Te Whai Kaupapa here

6.4 The required decisions:

6.4.1 Strongly align with the Community Outcomes and Strategic Priorities detailed in [Christchurch City Council's Strategic Framework](#), in particular:

- We can actively participate: Residents and groups in the wider community are socially and actively engaged and can initiate, influence and make decisions that affect their lives. Volunteers from the community form the Reserve Committee and collaborate with Council staff to co-manage the reserve.
- We have a sense of belonging and identity: We support and help build connections between communities and their places and spaces to foster a sense of local identity, shared experience, and stewardship. Banks Peninsula reserves are highly valued spaces where our rural and often isolated residents can gather for events that promote a sense of connection and community.
- We protect open space, landscape and biodiversity through the provision of parks and reserves, covenants, sites of ecological significance, consents, land, waterways and coastal restoration programmes.

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 considering the criteria set out in the Council's Significance and Engagement Policy.

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 Parks, Heritage and Coastal Environment

6.6.1 Activity: Parks and Foreshore

- Level of Service: 6.2.12 Active collaboration on plant and biodiversity project, including conservation of rare and threatened species - Actively collaborate with a partner on a conservation project
- Level of Service: 6.3.7.4 Volunteer participation at community opportunities across parks network - Volunteer hours - maintain or grow compared to previous year

Community Impacts and Views Ngā Mariu ā-Hāpori

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

6.7.1 Lyttelton subdivision, Te Pātaka o Rākaihautū Banks Peninsula ward.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.8 The decision does not involve a significant decision in relation to 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.
- 6.9 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.
- 6.10 Te Hapu o Ngāti Wheke has kaitiakitanga over Cass Bay Reserve, although the acceptance and support of this Triennial Plan and endorsement of the Reserve Schedule does not involve or impact mana whenua.



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.
- 6.12 No significant impacts are anticipated because it relates to a continuation of existing reserve management.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 The Cass Bay Reserve Committee can continue their programme of work for this term on Cass Bay Reserve.
- 7.2 The Cass Bay Reserve Committee will have support for funding through the LTP and AP processes.
- 7.3 The Cass Bay Reserve Committee has a clear understanding of the scope of their responsibilities in co-management of the Reserve with Council staff and the Community Board.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Cass Bay Reserve Committee Triennial Plan 2025-28	25/1699003	168
B 	Cass Bay Reserve Schedule 8 September 2025	25/1725328	172

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Linda Burkes - Banks Peninsula Governance Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula

Cass Bay Reserves Committee

Cass Bay Reserve Triennial Goals & Operational Plan 2025-2028

The Cass Bay Reserve Committee (CBRC) is responsible for the co-management and planning of activities within Steadfast, Pony Point and local park areas in the Cass Bay area. This committee is elected by the local community on a triennial basis to represent community views, thereby providing guidance for management of the reserve by CCC. As stated in the Terms of Reference 2022, the committee shall prepare a Triennial operational plan to identify priorities, goals and a work programme for the three years.

This plan was jointly developed by Cass Bay Reserve Committee members and regional parks ranger staff. The plan is a mix of regular operational activities along with confirmed, approved and budgeted capital development. It also contains some aspirational projects that have joint support but remain unbudgeted at the time of adoption of this plan.

The focus areas for management within the reserve for the 2026-2028 triennium include:
Steadfast Reserve
Pony Point
Cass Bay public spaces

The purpose of this triennial operational plan is to clarify outcomes and guide priorities for work in Cass Bay reserves. The operational plan is non-statutory; however, it serves as guidance for setting budget allocation and planning activities. The plan should be updated annually in line with budgeting for the reserve.

Cass Bay Reserves Goals 2025-2028	
Focus Area	Triennial Goals
Native planting	<ul style="list-style-type: none"> Continue with annual planting programme in Steadfast (following the approved Development Plan) and Pony Point reserve. Currently focused on gully and stream planting in Steadfast and infilling around existing eucalyptus stand in Pony Point.
Pest plants	<ul style="list-style-type: none"> Ongoing support to target biodiversity plant pests and Regional Pest Plan species listed as high priority. CBRC to support with trained and qualified volunteers where possible.
Pest animals	<ul style="list-style-type: none"> Support for Whaka Ora Pest Project (WOPP) and Reserve Committee partners in managed animal pest work. Trapping as per agreed plans in the reserves.
wildlife	<ul style="list-style-type: none"> In partnership with Ngāti Wheke investigate Cass Bay specific opportunities for improving/increasing wildlife values including White Flipped Penguins
Track development	<ul style="list-style-type: none"> Continue with following the approved Development plan within Steadfast. Discussion required on how to implement any new tracks with known asbestos issues. Complete the new Pony Point track extension and improvements.
Track maintenance and drainage	<ul style="list-style-type: none"> Council to carry out the bulk mowing and maintenance of tracks and CBRC to support staff as able with mowing, line trimming and drain clearance. CCC can supply equipment as needed.
Fire prevention	<ul style="list-style-type: none"> CCC to ensure boundaries are kept as fire resilient as possible. Support from CBRC wherever possible
Erosion and sediment control	<ul style="list-style-type: none"> Planting to continue to support Whaka Ora Healthy Harbour. Ensure drainage is adequate and has sediment capture controls in place.
Signage	<ul style="list-style-type: none"> Development of a signage plan in consultation with CBRA and Cadets.
Planning	<ul style="list-style-type: none"> Review Steadfast Development plan in light of asbestos and slope stability. Develop a Pony Point Landscape Plan
Pine and eucalyptus management	<ul style="list-style-type: none"> Continue with phased reduction of exotic trees in Pony Point with a 2:1 replacement with native species as per CCC tree policy.
Engagement	<ul style="list-style-type: none"> CBRC to support CCC with engagement when required
Buildings	<ul style="list-style-type: none"> Support rangers to safely secure bunkers and buildings, work on development options for the guardhouse.

Cass Bay Reserve Committee Operational Plan 2026-2028					
Focus Area	Targets FY2026	Targets FY2027	Targets FY2028	Aspirational Budget Estimate	BAU Operational Budget Guideline
Native planting	<ul style="list-style-type: none"> Continue to plant as per landscape plan zones in Steadfast Design and plan planting opportunities in Pony Point Reserve 	<ul style="list-style-type: none"> Continue to plant as per landscape plan zones in Steadfast Plant in Pony Point reserve as per plan 	<ul style="list-style-type: none"> Continue to plant as per landscape plan zones in Steadfast Plant in Pony Point reserve as per plan 	\$5000 for Steadfast \$5,000 for Pony Point	CCC to budget for maintenance of plants. CBRC to support maintenance with volunteer days.
Pest plants	To target pest plants as per guidelines provided by CCC	To target pest plants as per guidelines provided by CCC	To target pest plants as per guidelines provided by CCC	Any budget needs covered by CCC	Covered by parks budget
Pest animals	Continue to support WOPP and local volunteers with targeted animal pest control	Continue to support WOPP and local volunteers with targeted animal pest control	Review results and review operational plan from WOPP	Up to \$5,000 provided for new traps and equipment as needed	Covered by parks budget
Planning	<ul style="list-style-type: none"> Review Steadfast tracks development plan Develop a Pony Point landscape plan 	See wildlife discussion below	Continue as per plan	TBC	Covered by parks budget
Track development	Review track network plan for Steadfast including MTB tracks, including short linkage track near bridges.	Implement track development and/or improvement	Implement track development and/or improvement	TBC	Covered by parks budget

Track maintenance	CCC to maintain existing network with support from CBRC	CCC to maintain existing network with support from CBRC	CCC to maintain existing network with support from CBRC		Covered by parks budget
Fire prevention	Continue with building fire resilience into Steadfast	Continue with building fire resilience into Steadfast	Continue with building fire resilience into Steadfast	TBC	Covered by parks budget
Wildlife	Initiate discussion around supporting increased wildlife values eg. WFP, cormorants	In partnership with Ngāti Wheke develop a plan			Covered by parks budget
Erosion and sediment control	Work with 3 waters to continue sediment capture plantings	Work with 3 waters to continue sediment capture plantings	Work with 3 waters to continue sediment capture plantings	As funding allows	
Signage	Discuss and develop Steadfast/Cass Bay signage for reserves	Implement plan		TBC but currently approx. \$7,000	Covered by parks budget
Pine and eucalyptus management	As per resolution from CBRC begin progressive reduction of gum block in Pony Point and replacement planting	As per resolution from CBRC begin progressive reduction of gum block in Pony Point and replacement planting	As per resolution from CBRC begin progressive reduction of gum block in Pony Point and replacement planting	As per tree replacement budget	Covered by parks budget
Engagement					

RESERVE COMMITTEE – RESERVE SCHEDULE

Cass Bay Playground



Cass Bay Walkway



Reserves and Facilities for: **Cass Bay Reserve Committee**

Item	Description / Address			
Reserve	Cass Bay Playground		Cass Bay Walkway	
Address	50 Bayview Place, Cass Bay		4A Cass Bay Place, Cass Bay	
Legal Description Certificate of Title	Lot 77 DP 24151 CB5C/302	Area of Unformed Legal Road	Lot 16 DP 41117 CB39B/193	Area of Unformed Legal Road
Reserve Classification	Recreation Reserve (Vested as recreation reserve upon subdivision on 14 December 1965.)	Does not require classification as the land is not subject to the Reserves Act 1977	Recreation Reserve (Vested as recreation reserve upon subdivision on 9 June 1978)	Does not require classification as the land is not subject to the Reserves Act 1977
Subject to Reserves Act Y/N	On title: Subject to the Reserves and Domains Act 1953. (now The Reserves Act 1977) Need to formally classify as Recreation Reserve under the Reserves Act 1977	No	Need to formally classify under the Reserves Act 1977	No
Gazette Notice	Need to complete gazette process	N/a	Need to complete gazette process	N/a
Crown Derived Y/N	Council owned	N/a	Council owned	

Land Area	0.5048 ha		0.2911 ha
District Plan Zoning	Open Space Community Parks/ Transport		Open Space Community Parks/ Transport
Wai Tapu / Silent File	Mahaanui Iwi Management Plan Silent File Ngā Tūranga Tūpuna		Mahaanui Iwi Management Plan Silent File Ngā Tūranga Tūpuna
Flooding Risk	Within coastal environment. May be susceptible to coastal erosion		Within coastal environment. May be susceptible to coastal erosion
Leases	No		No
Community Facilities	Playground equipment Public Toilets		
Camping Ground Facilities	No		No
Sports / Leisure Facilities	Playground equipment Public Toilets		Part of the Head to Head Walkway
Heritage Buildings/Structures	No		No
Assets / machinery			
User Groups	Community/Visitors		Community/ Visitors
Employees	No		No
Reserve Management Plan	To be included in overall Banks Peninsula Management Plan		To be included in overall Banks Peninsula Management Plan
Landscape Development Plan	Cass Bay Development Plan – approved 28 September 2010		Cass Bay Development Plan – approved 28 September 2010
Plantings / Protected Trees	Miscellaneous trees		Miscellaneous trees
Maintenance	Council Contractors/ Reserve Committee		
Policies / Registers	Council Policies and Bylaws		
Rūnanga	Te Hapū o Ngāti Wheke		
Specific Community Committee is Located in	Lyttelton subdivision		
Council Staff Liaison	Hannah Murdoch - Parks Steven Armstrong – Parks (Toilets) Linda Burkes, Jo Wells - Governance		
Relevant Council Teams	Parks, Governance		
Board Member Liaison	Tyrone Fields		

Pony Point



Item		Description / Address				
Reserve		Pony Point				
Address		105 Governors Bay Road				
Legal Description	Encumbrances	Land Area ha	Subject to Reserves Act	Reserve Classification	Crown derived Y/N	
Part RS 2807 Dist Canterbury Title	Subject to Part IV A Conservation Act 1987	5.5541 ha	Y	Recreation Reserve	N	

CB39B/330	Subject to Section 11 Crown Minerals Act 1991				
Gazette Notice	NZ Gazette 2002 p 1315 Declaration that Land is a reserve Under the Reserves Act 1977, the Community Relations Manager of the Canterbury Conservancy of the Department of conservation notifies that the following resolution was passed by the Banks Peninsula District Council on 3 October 2001: “Resolved that the Banks Peninsula District Council support the recommendation of the Lyttelton/MtHerbert Community Board that, in exercise of the powers conferred on it by Section 14 of the Reserves Act 1977, it resolves that the piece of land held by it in fee simple, and described in the schedule hereto, shall be, and the same is hereby declared to be a recreation reserve within the meaning of the said Act.”				
District Plan Zoning	Open Space Community Park				
Wai Tapu / Silent File	Located within the area referred to as silent file 030 in the Mahaanui Iwi Management Plan 2013 - refer ID 2a				
Flooding Risk	N/A				
District Plan Slope Hazard	Part within Rockfall Management Area 1				
Leases	Group Final expiry date				
Community Facilities					
Camping Ground Facilities	N/A				
Sports / Parks Facilities					
Heritage Buildings/Structures	Tracks run through from Cass Bay playground around the coast line and up to Pony Point. This has been closed for some time and with the ongoing erosion is it not certain if this track will reopen. A track formed higher up from the reserve tracks along the top of the reserve and down to Cass Bay Playground.				
Assets / machinery					
User Groups	Community, Visitors				
Employees	No				
Reserve Management Plan	To be included in the overall Banks Peninsula Reserves Management Plan				
Landscape Development Plan	No				
Conservation Report	No				
Plantings / Protected Trees	Miscellaneous trees Memorial – 51 Memorial Trees				
Maintenance	CCC Contractors and Committee Members				
Policies / Registers	Council Policies and Bylaws				
Rūnanga	Te Hapū o Ngāti Wheke (Rāpaki Rūnanga)				
Specific Community Committee is Located in	Lyttelton subdivision				
Council Staff Liaison	Paul Devlin / Hannah Murdoch– Parks (Community Partnerships Ranger) Steven Armstrong – Parks (Buildings Maintenance) Maria Adamski –Parks (Buildings Planning) Andrea Wild, Linda Burkes – Governance				

	Matthew Pratt (Community Facilities & Activation Manager)
Relevant Council Teams	Parks, Governance, Community Facilities & Activation
Board Member Liaison	Luana Swindels

HMNZS Steadfast



Item	Description / Address
Reserve	HMNZS Steadfast
Address	64 Governors Bay Road and 86 Governors Bay Road

Legal Description	Encumbrances	Land Area ha	Subject to Reserves Act	Reserve Classification	Crown derived Y/N
Lot 1 DP 76704 Title CB44B/17	Subject to Part IV A Conservation Act 1987 Subject to Section 11 Crown Minerals Act 1991	11.2173 ha	N	N/A	
Lot 1 DP 76703 Title CB44B/17	Subject to Part IV A Conservation Act 1987 Subject to Section 11 Crown Minerals Act 1991	11.6473 ha	N	N/A	
Gazette Notice					
District Plan Zoning		Open Space Natural			
Wai Tapu / Silent File		Located within the area referred to as silent file 030 in the Mahaanui Iwi Management Plan 2013 - refer ID 2a			
Flooding Risk		N/A			
District Plan Slope Hazard		Part within Rockfall Management Area 1			
Leases	Group Cass Bay Navy Cadets Incorporated Premises Building marked B – 235m ² Building marked C – 115m ² Toilet building marked A – 36m ² Permitted use Training facilities for sea cadets, associated armed forces cadets, and armed forces				Final expiry date 30 October 2056
	Memorandum of Understanding There is a Memorandum of Understanding between Cass Bay Navy Cadets Incorporated and Cass Bay Residents Association Incorporated. To date a lease has not been executed with Cass Bay Residents Association.				
Community Facilities		No			
Camping Ground Facilities		No			
Sports / Parks Facilities		Everything located are parks facilities with the exception of the cadet’s toilet and container located beside drill hall.			
Heritage Buildings/Structures	Note this is not a scheduled heritage site in the District Plan nor is it a registered heritage site under Heritage New Zealand Pouhere Taonga.				
	The site does have heritage significance as an intact military site.				
Heritage Buildings/Structures	9 ammunition stores/ bunkers Store (former Garage) Drill Hall Former guard house building Detonation chamber Laboratory building				
Assets / machinery					
User Groups		Community, Visitors			
Employees		No			
Reserve Management Plan		No – To be included in Port Hills Planning			

Landscape Development Plan	HMNZS Steadfast approved Landscape Plan (March 2022) HMNZS Steadfast approved Track Plan (March 2022)
Conservation Report	HMNZS Steadfast – Landscape History and Conservation Report – Draft Jan 2022 Intention to be approved by Parks Unit
Plantings / Protected Trees	Miscellaneous trees Eco-sourced plant nursery – currently in poor condition
Maintenance	CCC Contractors and Committee Members, and Cass Bay Navy Cadets Incorporated
Policies / Registers	Council Policies and Bylaws
Rūnanga	Te Hapū o Ngāti Wheke (Rāpaki Rūnanga)
Specific Community Committee is Located in	Lyttelton subdivision
Council Staff Liaison	Paul Devlin / Regional Parks Hannah Murdoch– Parks (Community Partnerships Ranger) Steven Armstrong – Parks (Buildings Maintenance) Maria Adamski –Parks (Buildings Planning) Andrea Wild, Linda Burkes – Governance
Relevant Council Teams	Parks, Governance
Board Member Liaison	Luana Swindels

13. Reserve Committees - Special Conditions Progress

Reference Te Tohutoro: 25/989438

Responsible Officer(s) Te Pou Matua: Linda Burkes, Banks Peninsula Governance Advisor

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

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 At its 12 December 2022 meeting Te Pātaka o Rākaihautū Banks Peninsula Community Board approved the amendments to the newly adopted Reserve Committee Terms of Reference including special conditions for six of the fifteen Reserve Committees.
- 1.2 This report is to provide an update to the Board on the progress of the Reserve Committees with special conditions and to seek an extension of the deadline for three Reserve Committees with outstanding special conditions.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Reserve Committees - Special Conditions Progress Report.
2. Extend the special condition deadline relating to Le Bons Bay and Little Akaloa Reserve Committees to be six months from 7 October 2025.
3. Extend the special condition deadline relating to Pigeon Bay Reserve Committee to be twelve months from 7 October 2025.

3. Background/Context Te Horopaki

- 3.1 The special conditions placed on Reserve Committees at the Boards 12 December 2022 meetings are as follows:

Allandale	That the Committee has six months from the Committee's Triennium Election Meeting to explore options of registering as an Incorporated Society or other legal entity
Ataahua	That the Committee has six months from the Committee's Triennium Election Meeting to explore options around hall bookings and people camping overnight on the grounds and report to the Board.
Awa-iti	No additional conditions.
Cass Bay	No additional conditions.
Diamond Harbour	No additional conditions.
Duvauchelle	No additional conditions.
Garden of Tane	No additional conditions.

Le Bons Bay	That the Committee has six months from the Committee's Triennium Election Meeting to explore their options of registering as an Incorporated Society or other legal entity and report to the Board.
Little Akaloa	That the Committee has six months from the Committee's Triennium Election Meeting to explore their options around handling money, the non-conforming campground, and facility management, and report to the Board.
Lyttelton Recreation Ground	No additional conditions.
Lyttelton Reserves	That Andrew Turner be the Board appointed Chairperson of the Lyttelton Reserves Committee. The position to be reviewed six months after the Triennium Election Meeting.
Okains Bay	No additional conditions.
Pigeon Bay	That the Committee has six months from the Committee's Triennium Election Meeting to explore their options of registering as an Incorporated Society or other legal entity and report to the Board.
Robinsons Bay	No additional conditions.
Stanley Park	No additional conditions.

- 3.2 At the Board's 7 October 2024 meeting the Board were advised that the following Reserve Committees had met their conditions:

Allandale	<i>The special condition was satisfied as outlined in the report to the Board on 7 October 2024.</i>
Ataahua	<i>The special condition was satisfied as outlined in the report to the Board on 7 October 2024. Since then, a committee has been formed by interested community members to form a legal entity to enable them to activate a lease with Council for management of the hall. The Ataahua Community Trust will also assume responsibility for providing input to Council staff into the management of the Ataahua Reserve.</i>
Lyttelton Reserves	<i>The special conditions were satisfied as outlined in the report to the Board on 9 October 2023.</i>

- 3.3 Each Committee with outstanding special conditions has worked alongside its associated Community Development Advisor to progress their conditions as outlined below:

Le Bons Bay	Formation of a legal entity, such as a trust or incorporated society is required to enable management of the Le Bons Bay Hall. Once a legal entity is formed, an appropriate hall management arrangement will be decided on and may be granted under Section 73(3) of the Reserves Act. Refer points 1.8 to 1.10 of this report.
Little Akaloa	The non-complying campground has been closed.

	<p>Formation of a legal entity, such as a trust or incorporated society is required to enable management of the Little Akaloa Hall.</p> <p>Once a legal entity is formed, an appropriate hall management arrangement will be decided on and may be granted under Section 73(3) of the Reserves Act. Refer points 1.8 to 1.10 of this report.</p>
Pigeon Bay	<p>Permanent Campground sites are not compliant with Section 44(2) of the Reserves Act 1977. Staff will conduct community consultation then bring a report to Te Pātaka o Rākaihautū Banks Peninsula Community Board to present options to establish the future of permanent campground sites at Pigeon Bay and Duvauchelle Campgrounds. The Board recommendation will then go to Council for its decision.</p> <p>After the future of permanent campground sites has been determined, then an alternative management structure for the campground can be considered. At this time, staff will work through options to manage the campground, with the Committee. If progressed, community consultation would be part of this process.</p>

4. Considerations Ngā Whai Whakaaro

- 4.1 Where a community building, such as a hall, is on land classified as a recreation reserve, it is subject to Section 73(3) of the Reserves Act 1977: *Leasing of recreation reserves for farming, grazing, afforestation, or other purposes (3) Where any recreation reserve or any part of such a reserve is not being used for the purposes of a recreation reserve and in the opinion of the Minister is not likely to be used for that purpose, but it is inadvisable or inexpedient to revoke the reservation, leases of the whole or any part thereof may be granted by the administering body with the prior consent of the Minister in cases where the reserve is vested in such a body, or by the Minister in any other case.*

Legal advice indicates that in cases where a community hall is located on a recreation reserve and the Council intends to lease the hall to a third party, the process and costs associated with revoking a small portion of the reserve and reclassifying it to a local purpose reserve would be impractical.

It has been agreed that for the community halls situated on the recreation reserves, including Le Bons Bay Hall, and Little Akaloa Domain Hall, it would be more efficient to proceed with granting leases under Section 73(3) of the Reserves Act 1977, without the need for revocation or a change of classification. This approach is considered the most practical and cost-effective solution for managing these community facilities.

- 4.2 Le Bons Bay Reserve Committee and Little Akaloa Reserve Committee are required to form legal entities to manage the facilities on the reserves. Lease arrangements can then be made to enable management of the facilities.
- 4.3 A deadline of six months is considered adequate time for Le Bons Bay and Little Akaloa Reserve Committees to form a legal entity and finalise a hall management agreement with Christchurch City Council.
- 4.4 Section 44(2) of the Reserves Act states: *Unauthorised use of reserve (2) Except with the consent of the Minister, the owner of any vehicle, caravan, tent, or removable structure shall not permit it to remain on a reserve for a total period of more than 4 weeks during the period commencing on 1 November in any year and ending with 31 March.*

- 4.5 The special condition for Pigeon Bay Reserve Committee cannot be progressed until after decisions are made by Council regarding the future of annual sites at the Duvauchelle and Pigeon Bay Campgrounds.
- 4.6 A deadline of twelve months will allow Pigeon Bay Reserve Committee, and staff, additional time to resolve the issue of non-compliance with Section 44(2) of the Reserves Act 1977, following which an alternative management structure can be considered for the Campground and the Reserve Committee could explore its options of forming an Incorporated Society or other legal entity to enable community management of the Campground.
- 4.7 The special conditions for the Lyttelton, Allandale and Ataahua Reserve Committees, have been met and therefore the extended time does not apply to these committees.
- 4.8 The Officer Recommendation to extend the deadline is a result of the continued efforts required to ensure Reserve Committees are well informed of their options and have a clear path forward that staff, the Committee, the community and the Community Board are satisfied with.

Attachments Ngā Tāpirihanga

There are no attachments to 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	Linda Burkes - Banks Peninsula Governance Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula

14. Cass Bay and Corsair Bay play space renewals- design approval

Reference Te Tohutoro: 25/881547

Responsible Officer(s) Te Holly Whitaker- Project Manager, Community Parks

Pou Matua: Kiran Skelton- Engagement Advisors

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 to request that the Te Pātaka o Rākaihautū Community Board approve:
 - 1.1.1 The concept plans for the renewal of Cass Bay play space
 - 1.1.2 The concept plans for the renewal of Corsair Bay play space

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Cass Bay and Corsair Bay play space renewals- design approval Report.
2. Note that the decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy 2019. The level of significance was determined by the low level of impact on users and the low level of impact on Council's play space level of service.
3. Approve the Cass Bay play space renewal plan as set out in Attachment A to this report.
4. Approve the Corsair Bay play space renewal plan as set out in Attachment A to this report.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 The renewal of the play spaces form part of the Community Parks Planned Play Space Renewal Programme. These play spaces are being renewed based on their age and condition.
- 3.2 The designs will ensure that today's NZ Play Safety Standards are being met, take into account feedback from consultation, as well as taking into consideration any basic updates to levels of service. This can include, but is not limited to, better footpath connections, improved accessibility, increase seating and shade provisions.

Current play space at Cass Bay



Current play space at Corsair Bay



- 3.3 The renewals of both play spaces are being procured in the form of a design- build contract, as the hill side terrain in both locations has meant that bespoke items of play equipment are required, suiting an integrated approach between design and construction.
- 3.4 Staff have packaged the two renewals together, due to their close geographical location, their connection via the costal pathway, their interlinked cultural korero. Combining projects offers savings which can lead to better outcomes for the community.
- 3.5 The proposed concept design for Cass Bay is:

MOTU-KAUATI-RATI | CASS BAY

DESIGN INTENT

Cass Bay was named Motu-kauati-rahi by the Ngāi Tahu chief Te Rakiwahaputa, meaning "great fire-making tree grove." This name reflects the cultural significance of the area and its connection to the story of Mahūka, the goddess of fire. According to tradition, Mahūka's cave is believed to be located within the surrounding landscape of Vihakaraupō. The playground design draws inspiration from this heritage, incorporating red, fire-themed elements, cave inspiration and groves of kaikōmako trees—historically used to kindle fire.

Designed to cater to preschool and primary school aged children, the playground places a strong emphasis on accessibility and inclusive play. A key feature is the embankment slide, which utilizes the natural topography to provide elevated play experiences for children of varying physical abilities. Additionally, an accessible wetpour surface connects to a new basket swing and a partially accessible spinner, ensuring that children with diverse needs can engage meaningfully with the space.

KEY FEATURES

- 1 Motu-kauati-rahi—"place of small fire making" inspired red concrete pathway
- 2 Waka inspired climbing structure with slides, fire-mans poles, imagination play and steering wheel
- 3 2m high stainless steel slide with sensory panels on deck
- 4 Embankment play (hand holds, nets and ropes etc.)
- 5 Basket swing
- 6 Small spinner relocated from Corsair Bay
- 7 Fire structure inspired with nature play feature
- 8 2 x picnic tables with umbrella for shade
- 9 Nature play elements
- 10 New path connection near toilets
- 11 New footpath connection
- 12 Signage / interpretation
- 13 Imagination play element



- 3.6 The concept plan remains largely the same as what was proposed during consultation, with the addition of some more imaginative play features, such as a ware/ shop, within the nature play area. Additionally, we have added a steering wheel to the waka.
- 3.7 The proposed concept for Corsair Bay:



- 3.8 The concept plan is largely the same as what was proposed during consultation, with the addition of a recycled dingy, to capture the maritime theme and provide imaginative play options.

4. Background/Context Te Horopaki

- 4.1 As part of the early engagement process staff met with local stakeholders to understand how the local community used the reserves. This included onsite meetings with mana whenua from Te Hapu o Ngāti Wheke, members of the Cass Bay Residents' Association and staff ran a workshop with tamariki from Lyttelton school. Information from these workshops was used to inform the brief for the tender of the design/ build contract for both play spaces.



- 4.2 Mana whenua was invited to be subject matter experts in the tender analysis, to ensure that the inclusion of stories of significance was integrated with cultural sensitivity. A specialist carver will also be carving some elements on the waka at Cass Bay and when staff develop the interpretation panels, mana whenua will be closely involved.
- 4.3 Other projects associated with Cass Bay:
- 4.3.1 In a separate capital budget, funding is allocated to 'Cass Bay Reserves Development Work' which is being guided by the Cass Bay Development Plan, approved in 2010. This is in the very early planning stages; however, staff are looking to ensure that track connectivity in the wider reserve aligns with the playground design. Staff are also investigating ways in which car parking can be improved in the area.
- 4.3.2 As part of the Three Water 'Storm Water Whakaraupo/Lyttelton Revegetation and Sediment Control fund' staff are working with the Cass Bay Residents Association to help slow down the erosion of the banks around the play space through planned planting in designated areas. This is planned for the 2026 planting season.

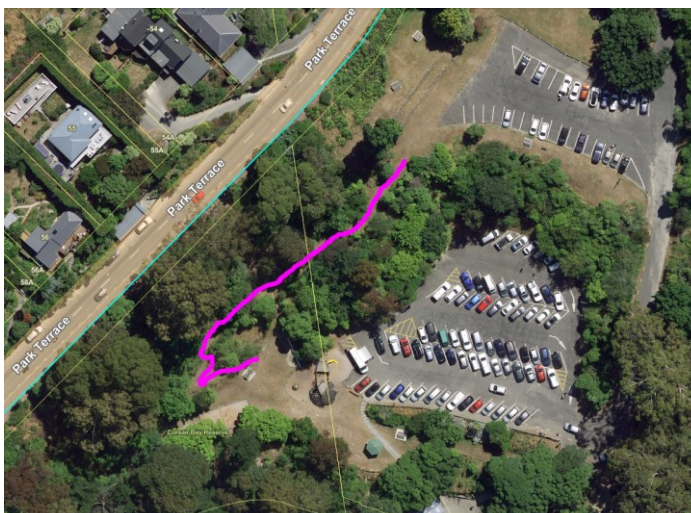


4.4 Other projects associated with Corsair Bay:

4.5 At Corsair Bay, a Three Waters project is underway to renew the stormwater infrastructure, which will require trenching through significant areas of the car park. Parts of the car park are already in poor condition, so the Community Parks Hard Surface Renewals fund will be used to cover the cost of resealing. As part of this process, the layout of the car parking spaces will be adjusted to create two additional spaces in the upper car park. However, the inclusion of required stormwater gardens and the expansion of the accessible car park space to ensure compliance will reduce the number of spaces in the lower car park by three. We are also proposing to remove one space adjacent to the current playground to provide:

- an additional accessible space,
- more flat land for play equipment,
- improved footpath access, and
- space for a fence and shrub border to increase safety between the playground and the car park.

4.5.1 An informal track currently links the upper car park to the play space. We propose to widen, regrade, and surface this track with gravel to provide a safer alternative walking route, as users currently must walk down the narrow access road. This upgrade will also help to manage stormwater runoff that is affecting the existing playground. If budget permits, 'play on the way' features will be incorporated along the track.



4.6 The following related information were circulated to the meeting members:

Date	Subject
30/07/2025	Email circulated to the Board regarding project consultation titled ‘Cass Bay (Motu-kauati-raki) and Corsair Bay (Motu-kauati-iti) play space renewals’

4.7 The following related information session/workshops have taken place for the members of the meeting:

Date	Subject
24/03/2025	Information Session/Workshop - Te Pātaka o Rākaihautū Banks Peninsula Community Board Play space renewals in Cass Bay and Corsair Bay- Information session 24 March 2025

Options Considered Ngā Kōwhiringa Whaiwhakaaro

4.8 The following reasonably practicable options were considered in this report:

- 4.8.1 The Community Board adopt the proposed concept plan for the play space renewal Cass Bay and Corsair Bay.
- 4.8.2 The Community Board does not approve one/ both concept plans and requests that staff consider an alternative design and re-consult with the community.
- 4.8.3 Remove play equipment from one/both the Reserves and do not replace.

Options Descriptions Ngā Kōwhiringa

4.9 **Preferred Option:** The Community Board adopt the proposed concept plan for the play space renewals at Cass Bay and Corsair Bay.

4.9.1 Option Advantages

- The community will receive a safe play space that offers increased play value, more age-appropriate equipment, enhanced pathway connectivity and improved accessibility.

4.9.2 Option Disadvantages

- No additional changes to the concept plan can be made.

4.10 Option 2:

4.10.1 **Option Description:** The Community Board does not approve one/both concept plans and requests that staff consider alternative designs and re-consults with the community.

4.10.2 Option Advantages

- The Community have the option to offer alternative suggestions to the proposed concept plan.

4.10.3 Option Disadvantages

- This option would impact the allocated budget as the new playground design and engagement costs would be funded from within the current budget. It is likely that this would impact the type of equipment we would be able to include in a revised plan.
- Dissatisfaction among the local community due to the significant delays in decision making due to elections.

4.11 **Option 3:** Remove play equipment from one/both Reserves and do not replace.

4.11.1 **Option Advantages**

- This would provide Council with a saving in capital and operating expenditure.

4.11.2 **Option Disadvantages**

- The play equipment would be removed from one/both Reserves at the end of its life span resulting in no Council play provisions in one/both areas.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option	Option 2 - <enter text>	Option 3 - <enter text>
Cost to Implement	Allocated CAPEX budget: Cass Bay \$270,000 Corsair Bay \$553,572	Allocated CAPEX budget: Cass Bay \$270,000 Corsair Bay \$553,572	Approximate removal and land remediation cost of \$20,000 per site
Maintenance/Ongoing Costs	Covered by existing maintenance budget	Covered by existing maintenance budget	N/A
Funding Source	Community Parks Fixed Renewal Budget	Community Parks Fixed Renewal Budget	Community Parks Fixed Renewal Budget
Funding Availability	Yes	Yes	Yes
Impact on Rates	No	No	No

5.1 Funding for the car park renewal and formalisation of the existing track will be sourced from CAPEX budget – Community Parks Hard Surface Renewals, CPMS ID #43686.

5.2 The wider Cass Bay Reserve upgrades will be funded from CAPEX budget- Cass Bay Reserves Development Works, CPMS ID #73998.

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 Implementation costs are based on anticipated product supply, installation, and wider construction costs. There is a risk that these costs could change due to product availability and supply. If costs escalate beyond the approved budget, staff will manage small shortfalls through minor design amendments. If there are major implications to the level of service, staff will discuss these with the Community Board before proceeding further with the project.
- 6.2 As both sites are categorised under the ‘natural character overlay’ within the District Plan resource consent needs to be sought for both sites. Playground items are categorised as buildings if they are over 1.8 meters high and over 6 meters squared. There may be opportunities to seek an exemption to this requirement, however this can only be sought after plans are approved.
- 6.3 Both sites are located within the coastal environment and are within the Banks Peninsula Slope Instability Management Area. The hillside terrain and existing storm water run-off issues poses challenges for construction. With input from geotechnical engineers and storm water engineers, these will be mitigated where possible in detailed design, but presence of storm water under runners are always possible, which can escalate costs.

- 6.4 Both sites require archaeological screen checks, however these cannot be undertaken until the detailed design phase, when depth and quantity of excavation can be calculated. There is potential that an archaeological standover is required, which can add to the costs. Contingency has been built in for this within the budget.
- 6.5 Both sites fall under the areas of cultural significance to mana whenua.
 - 6.5.1 Cass Bay, also known as Motu-kauati-rahi means ‘The large fire-making tree grove’ referring to the kaikōmako tree that was once prevalent there. The coastal marine area (>20m south of the site) is a statutory acknowledgement area, and there are claims under the Marine and Coastal Area Takutai Moana Act. The site is within a Mahaanui Iwi Management Plan Silent File area (031/2a), which has been mapped by tribal experts to indicate a higher probability of encounter with sensitive tangible and/or intangible Ngāi Tahu values.
 - 6.5.2 Corsair Bay is within the Ngā Tūranga Tūpuna overlay. Corsair Bay is known as Motu-kauati-iti “the small fire-making tree grove” .
- 6.6 Natural springs exist in close proximity to Cass Bay playground, the interception of groundwater through construction is considered unlikely & low risk, but possible.

Legal Considerations Ngā Hiraunga ā-Ture

- 6.7 As per the Christchurch City Council’s Delegation Register, 9 August 2024, the Community Board has the delegation to;
 - 6.7.1 Approve the location of, and construction of, or alteration or addition to, any structure or area on parks and reserves provided the matter is within the policy and budget set by the Council. (Part D – Sub Part 1 – Community Boards – Pg 96).
 - 6.7.2 Other Legal Implications: There is no legal context, issue, or implication relevant to these decisions.

Strategy and Policy Considerations Te Whai Kaupapa here

- 6.8 The required decision:
 - 6.8.1 Aligns with the [Christchurch City Council’s Strategic Framework](#).
 - 6.8.2 Is assessed as low significance based on the Christchurch City Council’s Significance and Engagement Policy.
- 6.9 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):
- 6.10 Parks, Heritage and Coastal Environment
 - 6.10.1 Activity: Parks and Foreshore
 - Level of Service: 6.8.5 Resident satisfaction with the overall availability of recreation facilities within the City's parks and foreshore network - >= 70%

Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.11 In February 2025 early engagement with Lyttelton Primary School students involved a focus group with 14 tamariki (children), aged 8 – 12 years old.
- 6.12 Tamariki identified the merry-go-round as a key play feature in Corsair Bay. They suggested the surrounding hill would be ideal to play on and requested a range of new play equipment such as large and small slides, a basket swing, climbing ropes, a bar slide and accessible swings. This feedback fed into the concept design.

- 6.13 Consultation started on 1 August and ran until 17 August 2025.
- 6.14 Project details including links to the [Kōrero mai | Let's Talk webpage](#) were advertised via:
- An email sent to 24 key stakeholders, including Ngāti Wheke, education providers (Lyttelton Primary School, Governors Bay School, local preschools and kindergartens) and local community groups.
 - Consultation leaflets, delivered to community groups.
 - Two social media posts on local community group pages.
 - Signs at Corsair Bay and Cass Bay.
- 6.15 The [Kōrero mai | Let's Talk](#) page had 581 views throughout the consultation period.
- 6.16 A token box engagement activity was set up at Lyttelton Primary School to collect feedback from students.
- 6.17 Staff attended a community information session during the consultation period, hosted by the Cass Bay Residents' Association.

Summary of Submissions Ngā Tāpaetanga

- 6.18 Submissions were made by Spokes Canterbury and 23 individuals. [All submissions are available on our Kōrero mai webpage.](#)
- 6.19 Submitters were asked whether they supported the plan for Corsair Bay and Cass Bay.

Corsair Bay

- 6.20 Three submitters, including Spokes supported the plan, eight somewhat supported the plan, and two did not support the plan.
- 6.21 Submitters were asked what they liked and disliked about the plan.
- 6.22 Some submitters were concerned about the safety of the basket swing (2) and footpath to the playground (2). Others didn't like the pirate ship removal (2) and worried the timber structures could be vandalised.
- 6.23 Submissions also included individual requests and can be read [on our Kōrero mai webpage.](#)

Cass Bay

- 6.24 Three submitters, including Spokes, supported the plan, nine submitters somewhat supported the plan, three submitters did not support the plan and one submitter didn't know.
- 6.25 Submitters were asked what they liked and disliked about the plan.
- 6.26 Submitters supported the retention of the flying fox (3), new swings / basket swing (2), nature play (2) and acknowledgment of cultural heritage (2)
- 6.27 Two submitters were concerned by the removal of imaginative play equipment, such as the faux car.
- 6.28 Submission also included individual requests and can be read [on our Kōrero mai webpage.](#)

Supplementary information

- 6.29 A total of 99 tokens were received from Lyttelton Primary School students in the token box engagement activity.
- 80 students loved both designs
 - 18 thought the designs needed more work

- One didn't like the designs
- 6.30 Students made the following suggestions:
- More climbing features (4)
 - A hamster wheel (3)
 - Keep the pirate ship (3)
 - Replace some of the slides at Corsair Bay with other play equipment.
- 6.31 To reduce barriers to participation, a quick poll was conducted on the Kōrero mai webpage. Corsair Bay received:
- 5-star ratings (10)
 - 4-star ratings (2)
 - 3-star ratings (2)
 - 2-star ratings (1)
 - 1-star ratings (2)
- Cass Bay received:
- 5-star ratings (11)
 - 4-star ratings (5)
 - 3-star ratings (2)
 - 2-star ratings (2)
 - 1-star ratings (3)
- 6.32 The decision affects the following wards/Community Board areas:
- 6.32.1 Te Pātaka o Rākaihautū Community Board

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.33 The decisions involve a decision in relation to ancestral land, a body of water or other elements of intrinsic value, therefore this decision does specifically impact Mana Whenua, their culture, and traditions.
- 6.34 Both sites are within the takiwā of Te Hapu o Ngāti Wheke. From inception staff have involved representative of mana whenua in discussion and decisions around the project. As afore mentioned, a member of mana whenua was on the panel as an assessor to the designs and continues to work with staff to guide how the pakiwaitata (legends) can be integrated into the design. This mātauranga (knowledge) may also be shared with play space visitors through interpretation panels.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi


- 6.35 The decision in this report is likely to contribute positively to emissions reductions, in that local residents will have access to a play facility within walking distance and therefore may choose not to drive to other playgrounds.
- 6.36 If possible, existing unsuitable safe fall (bark) will be reused as mulch in the garden beds.



7. Next Steps Ngā Mahinga ā-muri

- 7.1 If the Community Board approve the proposed concept plans, detailed design can be completed and consents sought. Subject to the granting of any required consents and the manufacturing of the play equipment, construction is planned for early February 2026. Construction will take place outside of school holidays and will include a period during which both sites will be closed to the public. Traffic management will impact the adjacent car parking spaces and access to the beaches will not be removed.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Concept plan for the renewal of Cass Bay and Corsair Bay playgrounds	25/1675665	196

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Authors	Holly Whitaker - Project Manager - Community Parks Kiran Skelton - Engagement Advisor
Approved By	Bridie Gibbings - Manager Operations - Parks Development Al Hardy - Manager Community Parks

MOTU-KAUATI-ITI | CORSAIR BAY

DESIGN INTENT

Nestled within the natural amphitheatre, the playground at Corsair Bay / Motu-kauati-iti draws inspiration from the natural environment and the cultural heritage of the area. It celebrates the native wildlife and the stories of the land, creating a space that is both playful and meaningful.

At the heart of the design is the influence of the local iwi Ngāti Wheke. The name “Wheke” is Māori for octopus and symbolizes the interconnectedness of whānau wellbeing, with its many limbs. Throughout the playspace, native birds such as Pīwakawaka, Pūkeko, and Kāhu are featured along nature play trails, encouraging exploration of the landscape.

A central pathway, in red oxide tones, pays homage to the name Motu-kauati-iti—“place of small fire making”—adding a layer of storytelling to the journey through the playground.

The playground caters for toddlers through to high-school aged children providing risk and challenge, progressing up the hill. The playground has also been designed to accommodate crowds at busy weekends.

KEY FEATURES

- 1 Motu-kauati-iti—“place of small fire making” inspired red concrete pathway
- 2 Kaikōmako (*Pennantia corymbosa*) tree grove
- 3 Timber climbing frame with rail slide and overhead monkey bars
- 4 Junior slide (1.2m double slide)
- 5 Tube slide (2.7m high)
- 6 Senior tube slide (4.1m high)
- 7 3 Bay Swings (1 basket, 2 junior and 2 senior) - with accessible route to the swings
- 8 2 X Waka inspired see-saw
- 9 Existing picnic table retained
- 10 Nature play features through planting
- 11 Embankment play (hand holds, ropes etc.)
- 12 Music items and talk tubes
- 13 Signage / interpretation
- 14 Car park upgrades to improve access for pedestrians (2 car parks will be removed and accessible car park added)
- 15 Play boat (imagination element aimed at toddlers)



BOFFA MISKELL | MOTU-KAUATI-ITI / CORSAIR BAY & MOTU-KAUATI-RATI/ CASS BAY | LANDSCAPE CONCEPT REPORT

MOTU-KAUATI-ITI | CORSAIR BAY



ARTISTS IMPRESSION - FROM SWINGS LOOK-
ING DOWN TOWARDS CAR PARK

MOTU-KAUATI-ITI | CORSAIR BAY



ARTISTS IMPRESSION - FROM THE PLAYGROUND ENTRANCE

MOTU-KAUATI-RATI | CASS BAY

DESIGN INTENT

Cass Bay was named Motu-kauati-rahi by the Ngāi Tahu chief Te Rakiwhakaputa, meaning “great fire-making tree grove.” This name reflects the cultural significance of the area and its connection to the story of Mahuika, the goddess of fire. According to tradition, Mahuika’s cave is believed to be located within the surrounding landscape of Whakaraupō. The playground design draws inspiration from this heritage, incorporating red, fire-themed elements, cave inspiration and groves of kaikōmako trees—historically used to kindle fire.

Designed to cater to preschool and primary school aged children, the playground places a strong emphasis on accessibility and inclusive play. A key feature is the embankment slide, which utilizes the natural topography to provide elevated play experiences for children of varying physical abilities. Additionally, an accessible wetpour surface connects to a new basket swing and a partially accessible spinner, ensuring that children with diverse needs can engage meaningfully with the space

KEY FEATURES

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- 5 Basket swing
- 6 Small spinner relocated from Corsair Bay
- 7 Fire structure inspired with nature play feature
- 8 2 x picnic tables with umbrella for shade
- 9 Nature play elements
- 10 New path connection near toilets
- 11 New footpath connection
- 12 Signage / interpretation
- 13 Imagination play element



BOFFA MISKELL | MOTU-KAUATI-ITI / CORSAIR BAY & MOTU-KAUATI-RATI/ CASS BAY | LANDSCAPE CONCEPT REPORT

MOTU-KAUATI-RATI | CASS BAY



ARTISTS IMPRESSION - LOOKING FROM TOP
PATH DOWN TO PLAYGROUND

MOTU-KAUATI-RATI | CASS BAY



ARTISTS IMPRESSION - FROM MAIN ENTRANCE TO
THE PLAYGROUND

15. Corsair Bay - Tree removals for stormwater renewal project

Reference Te Tohutoro: 25/1514417

Responsible Officer(s) Te Olga Naumova, Project Manager Stormwater and Waterways
Pou Matua: Delivery

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 to seek approval from the Community Board for the removal of six (6) trees in Corsair Bay for a stormwater system upgrade project.
- 1.2 There is also an overground pipe being installed from Park Terrace down to the driveway, this will include some bank shaping and sump renewal. No trees are required for removal in this section of works.
- 1.3 A decision is being sought prior to works being undertaken on site.

2. Officer Recommendations Ngā Tūtohu

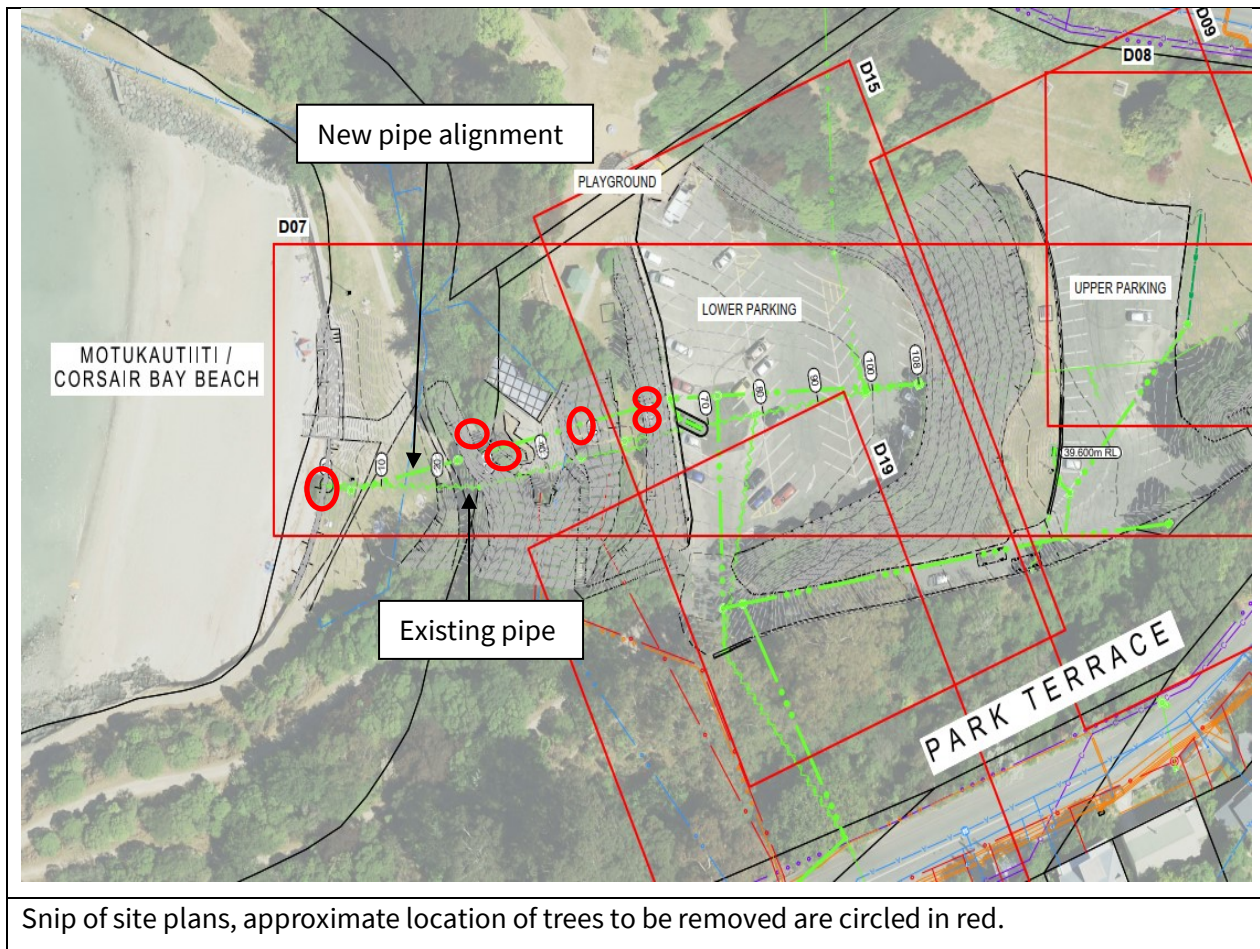
That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Corsair Bay - Tree removals for stormwater renewal project 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. To make a decision to approve or to not approve the removal of six (6) trees to allow the stormwater system upgrade to proceed.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 There are six (6) small to medium sized trees required for removal to allow the Corsair Bay stormwater project system upgrade to proceed.
- 3.2 Investigations have been completed, and the pipe has been re-aligned to ensure minimal vegetation loss whilst allowing the project to proceed in a challenging environment.

4. Background/Context Te Horopaki



Tree Details

- 4.1 The species identified for removal are 2 x Ngaio, 1 x Cabbage Tree, 1 x Lemonwood, 1 x Spindle, 1 x Coprosma.
- 4.2 The trees range from small to medium size.
- 4.3 The trees are in good to fair condition.
- 4.4 Some associated shrubs and saplings will be removed and part of the works.
- 4.5 Due to the nature of Corsair Bay and the extent of its canopy cover in the area, removal of these trees will have a minor impact, and replacement planting can be undertaken to meet Tree Policy replacement planting requirements of replacing the canopy which is lost within 20 years. Replacement planting will be undertaken within the site to replace that which is lost.
- 4.6 Below are images of the trees required for removal.

Project Details

- 4.7 There has been a site visit with the project team and parks arborist to discuss options for the pipe and tree retention.
- 4.8 Due to the constricted site environment, the project requires an 8m corridor (4m either side of the pipe) to undertake excavation works safely.

- 4.9 Other options such as directional drilling have been considered but are not viable due to the steep nature of the site.
- 4.10 There is no way to re-lay the pipe from the lower carpark to the outfall in the bay without some vegetation being removed. The current alignment minimises tree and shrub removals as best as possible.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.11 The following reasonably practicable options were considered and are assessed in this report:
 - 4.11.1 Removal of the trees for the project to proceed.
- 4.12 The following options were considered but ruled out:
 - 4.12.1 Re-alignment was discussed although there is no way of completing the system upgrade without some loss of vegetation. The current alignment minimises the losses.

Options Descriptions Ngā Kōwhiringa

- 4.13 **Preferred Option:** Removal of the trees
 - 4.13.1 **Option Description:**
 - 4.13.2 Option Advantages
 - The project can proceed.
 - 4.13.3 Option Disadvantages
 - The project cannot proceed.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option (Tree removals)	Option 2	Option 3
Cost to Implement	\$2000		
Maintenance/Ongoing Costs	\$0		
Funding Source	Project budget		
Funding Availability	Yes		
Impact on Rates	N/A		

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 Minor loss of shade along the path and toilet block area.

Legal Considerations Ngā Hīraunga ā-Ture

- 6.2 Statutory and/or delegated authority to undertake proposals in the report:
 - 6.2.1 As outlined in the Delegations Register Part 4 – Community Boards, the local Community Board has the authority to approve the removal of healthy and structurally sound trees on reserves, parks, road corridors and open spaces.

Strategy and Policy Considerations Te Whai Kaupapa here

6.3 The required decision

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

6.3.2 Is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

Is consistent with section 1.9 and 4.7 of Council's Tree Policy.

4.7 Approval by Council for the removal of trees to facilitate projects on council land will take into account the value of the project to the community, including public health and/or the local environment and considerations taken for retaining existing trees compared with the loss of the benefits provided by the trees.

1.9 For every tree removed a minimum of two new trees will be planted with the projected canopy cover replacing that which is lost within 20 years (additional planting may be required).

Community Impacts and Views Ngā Mariu ā-Hāpori

6.4 Minor loss of shade along the path and toilet block area.

6.5 Views will be opened up along the walk down into the bay.

6.6 There will be an upgraded stormwater system in the bay at the completion of the works.

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

6.7.1 Te Pātaka o Rākaihautū Banks Peninsula Community Board.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

6.8 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.

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

6.10 The project has received advice from Mahaanui Kurataiao which requires the replacement of any removed or damaged native vegetation as a result of the works.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

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

6.16 Small number of trees removed which will be replaced.

7. Next Steps Ngā Mahinga ā-muri

7.1 Once project is initiated the trees will be removed and replaced at completion of works.

Attachments Ngā Tāpirihanga

There are no attachments to this report.

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Authors	James McDuff - Arborist Olga Naumova - Project Manager
Approved By	Toby Chapman - Manager Urban Forest Rupert Bool - Head of Parks

16. Kordia Licence at Sugarloaf and Thomson Scenic Reserves

Reference Te Tohutoro: 25/1236702

Responsible Officer(s) Te Pou Matua: Kathy Jarden, Team Leader Leasing Consultancy

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 Community Board's approval to grant a new long-term licence to Kordia Limited for the telecommunication site which straddles Sugarloaf Scenic Reserve and Thomson Scenic Reserve.
- 1.2 The licenced area involves land which is situated in two Christchurch City Council wards. A separate report is going to be considered by the Waihoru Spreydon-Cashmere-Heathcote Community Board on 11 September 2025. Approval by both Community Boards is required for the new licence to be granted.
- 1.3 The report is staff-generated at the request of Kordia, whose current lease expires on 31 August 2026.
- 1.4 Kordia Limited has requested a new licence to ensure continuity of services and ongoing investment in critical national infrastructure.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Kordia Licence at Sugarloaf and Thomson Scenic Reserves Report.
2. Note that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Note that the licenced area covers two Christchurch City Council wards being Banks Peninsula and Cashmere.
4. Note the decision-making powers requested in this report relate to the licenced area within the Banks Peninsula Ward. Dual consent is required by Te Pātaka o Rākaihautū Banks Peninsula Community Board and Waihoru Spreydon-Cashmere-Heathcote Community Board to approve the granting of a new licence agreement; the report will be considered on 11 September 2025.
5. Subject to the approval of Waihoru Spreydon-Cashmere-Heathcote Community Board, and Te Pātaka o Rākaihautū Banks Peninsula Community Board approves the granting of a new licence to Kordia Limited for a term of 33 years commencing 1 September 2026 at an agreed rental of \$77,000 per annum plus GST plus property rates recovery over that part of the land described as Res 4259 Sugarloaf Scenic Reserve and PT Res 4170 Thomson Scenic Reserve and shown in Attachment A to this report in accordance with Section 48A of the Reserves Act 1977.
6. Request that the Manager Property Consultancy 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 completing negotiations for and administering the terms and conditions of the new licence.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 Kordia operates a key telecommunications hub from the Sugarloaf and Thomson Scenic Reserves.
- 3.2 The lease, initially established in 1963 and expiring in 2026, supports services including emergency communications, cellular coverage, digital TV and FM broadcasting.
- 3.3 The new agreement will take the form of a Licence to comply with the Reserves Act 1977.
- 3.4 The new licence is essential for continuity of these services.

4. Background/Context Te Horopaki

The Land

- 4.1 The Kordia site is located within the Sugarloaf and Thomson Scenic Reserves which is managed under the Reserves Act 1977.
- 4.2 The land is described as Res 4259 Sugarloaf Scenic Reserve and PT Res 4170 Thomson Scenic Reserve. The Land is owned by the Crown and the Council has been appointed to control and manage the land.
- 4.3 The licence area, as shown in the **Attachment A**, consists of buildings, structures and land (area C) and an access road (area D).
- 4.4 The licence area covers two Christchurch City Council wards, namely the Cashmere Ward and the Banks Peninsula Ward as marked on **Attachment A**.
- 4.5 The current use as a telecommunications facility is longstanding and does not involve further expansion or intensification.
- 4.6 Continued use is deemed consistent with the reserve's purpose under the current legislation, provided environmental effects remain managed and contained.

Strategic Importance and National Significance

- 4.7 The Sugarloaf site plays a critical role in the national telecommunications network.
- 4.8 It supports digital television, FM radio, cellular services, emergency communications, and microwave data transmission throughout Christchurch and the wider Canterbury region.
- 4.9 The site's elevation and infrastructure make it uniquely suited for high-frequency transmission, and there are no practical alternative locations with equivalent coverage or connectivity.

Continuity of Essential Services

- 4.10 The site is used by emergency services including NZ Police, Fire and Emergency New Zealand, and Civil Defence for critical communications.
- 4.11 Disruption or loss of this site would have immediate and wide-ranging effects on public safety and communications resilience.
- 4.12 A long-term licence provides Kordia with the stability needed to ensure continuous operation and planned infrastructure maintenance.

Infrastructure Investment and Maintenance

- 4.13 Kordia has a long-standing presence on the site since 1963 and has invested significantly in maintaining the 120-metre telecommunications tower and associated buildings.
- 4.14 The company has committed to ongoing maintenance, including reroofing the facility during the next licence term.
- 4.15 Kordia is responsible for maintenance of the access road and land contained in the licence.
- 4.16 A secure licence is necessary for Kordia to justify continued investment in nationally significant infrastructure.

Licence Term and Rental

- 4.17 The proposed licence term is 33 years which is the maximum term permitted under the Reserves Act.
- 4.18 The annual rental was assessed by an independent valuer and both parties have agreed to a net rental of \$77,000 plus GST and recovery of the proportionate Rates levy.
- 4.19 Market rent reviews will be completed every 11 years, with CPI rent adjustments made three-yearly.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.20 The following reasonably practicable options were considered and are assessed in this report:
 - 4.20.1 Option 1 (Preferred): Grant a new licence to Kordia.
 - 4.20.2 Option 2: Short-term licence (e.g 10-15 years).
 - 4.20.3 Option 3: Decline the licence request and decommission site.
- 4.21 The following options were considered but ruled out:
 - 4.21.1 Option to relocate facility – deemed impractical due to infrastructure, terrain, and national integration requirements.

Options Descriptions Ngā Kōwhiringa

- 4.22 **Preferred Option:** Grant Long-term Licence.
 - 4.22.1 **Option Description:** 33-year licence commencing 1 September 2026.
 - 4.22.2 Option Advantages
 - Ensures continuity of emergency and broadcast services
 - Supports long-term national infrastructure planning
 - Enables Kordia to undertake planned maintenance.
 - 4.22.3 Option Disadvantages
 - Long licence term reduces flexibility for future land use changes.
- 4.23 Option 2 - Short-Term Licence.
 - 4.23.1 **Option Description:** 10- or 15-year term.
 - 4.23.2 Option Advantages
 - Retains more flexibility over land use.
 - 4.23.3 Option Disadvantages

- Undermines certainty for infrastructure investment.
- May jeopardise national telecommunications service continuity.

4.24 Option 3 – Decline the licence request.

4.24.1 **Option Description:** Terminate licence at expiry.

4.24.2 Option Advantages

- Future flexibility for land use – Council could explore alternative uses of the site potentially aligning with updated strategic, environmental or recreational priorities for the scenic reserve.

4.24.3 Option Disadvantages

- Reputational risk to the Council
- Loss of the site could result in major outages or services
- May jeopardise national telecommunications service continuity.

Analysis Criteria Ngā Paearu Wetekina

The proposal to grant a new licence to Kordia was assessed against the following key criteria:

4.25 **Strategic and Operational Importance**

The Sugarloaf site is essential to national and regional telecommunications, emergency services, and public broadcasting. Maintaining Kordia's long-term presence ensures continuity of these critical services.

4.26 **Environmental and Land Use Compatibility**

The licence involves no new development or intensification, aligns with current use of the scenic reserve, and does not adversely affect the environment or recreational values of the site.

4.27 **Policy and Legal Alignment**

The proposal supports the Council's Long Term Plan objectives, complies with the Reserves Act 1977 (subject to public notification), and ensures responsible stewardship of public land without financial cost to ratepayers.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option 33 year Licence	Option 2 - Short Term Licence	Option 3 – Decline Licence
Cost to Implement	No capital cost to Council	No capital cost to Council	No cost to Council
Maintenance/Ongoing Costs	Ongoing maintenance remains with Kordia	Ongoing maintenance remains with Kordia	Grounds maintenance costs not yet quantified
Funding Source	N/A (tenant-funded)	N/A (tenant-funded)	Maintenance to come from Parks opex budgets
Funding Availability	N/A	N/A	Unknown
Impact on Rates	Nil	Nil	Unknown

- 5.1 Operational Expenses incurred included the rental valuation, preparation of licence plan and staff administration costs in preparing the licence document. These costs are recovered through operational budgets. The rental valuation costs were split between both parties.

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 Risk of service disruption if the licence is not renewed; mitigated by granting a long-term licence.
- 6.2 Risk that there may be some community concern around leasing part of a scenic reserve to a corporate entity. Clear communication that this is a longstanding essential utility use with no change in the footprint or public access impacts and the fact that the licence supports critical infrastructure should mitigate that risk.

Legal Considerations Ngā Hīraunga ā-Ture

- 6.3 Statutory and/or delegated authority to undertake proposals in the report:
 - 6.3.1 The land is owned by the Crown and Council has been appointed to control and manage the land.
 - 6.3.2 Licences of Crown owned land must be approved by the Minister of Conservation. Delegated authority was granted to the Chief Executive in 2013 to make certain decisions that previously had to be referred to the Department of Conservation for the approval of the Minister of Conservation or their delegate. Chief Executive approval will be sought prior to execution of the licence ensuring that due process has been followed.
 - 6.3.3 The reserves are subject to the Reserves Act 1977. Council must ensure continued compliance with permitted use under the Act.
 - 6.3.4 The previous lease was issued prior to the Reserves Act 1977 and any occupation must now be by way of a licence.
 - 6.3.5 The Sugarloaf site is on scenic reserves, and the applicable licencing provision is Section 48A - use of reserve for communication stations. Section 48A licences do not automatically exempt Council from public notification unless:
 - The activity is already detailed in an approved management plan, or
 - The reserve is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.
 - 6.3.6 In this instance, the Cashmere Spur and Bowenvale Valley Reserves Management Plan approved July 1991 contemplates the lease on Thomson Park/Sugarloaf Scenic Reserves for telecommunication purposes and therefore, public notification is not required.
 - 6.3.7 Summit Road (Canterbury) Protection Act 2001 (the “Act”) – The Sugarloaf and Thomson Scenic Reserves fall within the area protected by the Act. The proposed licence to Kordia Limited relates to the continued use of an existing telecommunications facility with no new development or structural modifications proposed. As such, the proposal does not trigger notification or referral requirements under the Act. The Summit Road Protection Authority, including the Summit Road Protection Society, does not need to be consulted in this instance. The Authority and the Society has however been notified by way of an email on 12 August 2025 from the Executive Secretary of the Authority of the intention to grant a new licence.

6.4 Other Legal Implications:

- 6.4.1 Relevant Christchurch City Council policies including the Leasing Council Property policy.
- 6.4.2 The granting of a new licence complies with this policy as there is only one logical tenant for use of the public property where there are buildings on parks and reserves.

Strategy and Policy Considerations Te Whai Kaupapa here

6.5 The required decision:

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

- Resilient Infrastructure – the Sugarloaf telecommunications facility is a core component of Christchurch's critical infrastructure, supporting emergency response, public broadcasting, and mobile/data services.
- Renewing the licence enables long-term continuity of these services, which is consistent with the Council's commitment to building and maintaining resilient infrastructure networks.

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 following considerations:

- Limited Public Impact – the licence affects a very small number of people directly and maintains the status quo of an existing facility. There is minimal potential for widespread community concern or disruption.
- No impact on strategic assets or Mana Whenua – the decision does not involve the sale or change in control of any strategic Council assets, and there is no identified impact on Māori land, culture, or traditions.
- High reversibility and low risk – the licence is fully within Council's statutory powers under the Reserves Act, poses no financial risk, and can be controlled through standard licence conditions and review clauses.

6.5.3 Is consistent with Council's Plans and Policies. The 2024-2034 LTP emphasises resilient infrastructure, continuity of essential services, and cost-effective stewardship of Council-managed assets.

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

6.7 The proposal meets the intent and direction of Council's governing documents. It supports infrastructure continuity, prudent asset management, environmental care, and long-term planning – making the licence consistent with Council's Plans and Policies.

Community Impacts and Views Ngā Mariu ā-Hāpori

6.8 There is a positive impact with the continuation of essential communications.

6.9 The continued operation of the facility directly contributes to the Council's community outcomes, particularly:

- 6.9.1 Strong sense of community – enabling connection and access to emergency services.
- 6.9.2 A well-connected and accessible city – through high-quality telecommunications.
- 6.9.3 A safe and healthy city – through uninterrupted emergency and public service communications.

- 6.10 The decision affects the following wards/Community Board areas:
- 6.10.1 Cashmere Ward and Banks Peninsula Ward with benefits to the greater Christchurch area.
- 6.11 Te Pātaka o Rākaihautū Banks Peninsula Community Board view has not been canvassed directly; supporting the decision ensures infrastructure continuity and minimal site changes and supports Council’s long-term vision as a resilient, well-connected and sustainable city.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.12 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.
- 6.13 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.
- 6.14 The decision relates to operational continuity of nationally significant infrastructure and involves no changes to land use, expansion or new development.
- 6.15 The granting of a new licence supports the status quo and has no material impact on the relationship of Mana Whenua to the land, nor on their culture, traditions, or partnership arrangements with the Council.
- 6.16 Te Hapū o Ngāti Wheke have been contacted directly and have no concerns with a further licence.


Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.15 The proposals in this report are unlikely to contribute negatively to adaptation to the impacts of climate change or emissions reductions as there are minimal emissions or adaptation impact due to the existing infrastructure and no expansion is planned to the built infrastructure.
- 6.16 Reusing existing infrastructure rather than developing a new site reduces emissions and avoids additional environmental impacts.
- 6.17 This is consistent with Council’s climate mitigation and adaptation principles, especially those encouraging efficient land use and low-impact infrastructure solutions.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 Finalise licence documents and execute agreement effective 1 September 2026.

Attachments Ngā Tāpirihanga

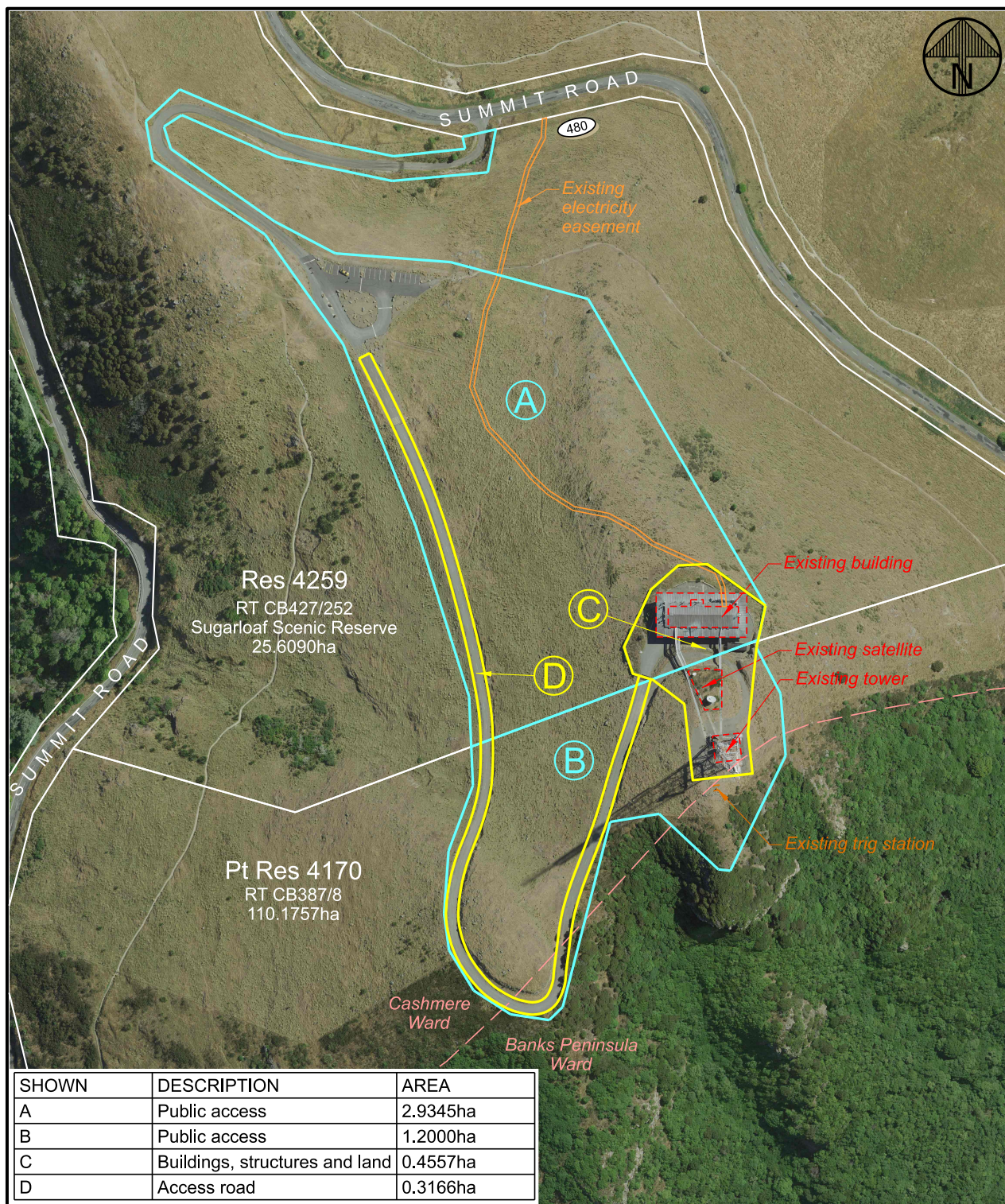
No.	Title	Reference	Page
A 	Kordia Limited - Sugarloaf Areas	25/1246264	217

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Kathy Jarden - Team Leader Leasing Consultancy
Approved By	Angus Smith - Manager Property Consultancy Paul Devlin - Manager Regional Parks Rupert Bool - Head of Parks



Areas and Dimensions Subject to Survey
Boundary Locations Subject to Cadastral Survey

A			
ISSUE	AMENDMENT	SIGNED	DATE

LEASE AREAS

Christchurch
City Council

TECHNICAL SERVICES & DESIGN

SURVEYED	
DRAWN	JA
DATE	06/2025

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RPS1726

ORIGINAL
SHEET
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SCALES

1:2500

SHEET

1 OF 1

17. Fire Emergency New Zealand - Consideration of New Lease/Licences for Rural Fire Bases

Reference Te Tohutoro: 25/1436880

Responsible Officer(s) Te Pou Matua: Felix Dawson, 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 consider the application for a new lease/licence by Fire and Emergency New Zealand (FENZ) for a number of rural fire sites on Te Pātaka o Rākaihautū Banks Peninsula.
- 1.2 The report is staff initiated to address the current licence expiry.
- 1.3 The current licence has expired, and a new lease/licence is required to provide FENZ with security of tenure and clarity around rights and responsibilities.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Fire Emergency New Zealand - Consideration of New Lease/Licences for Rural Fire Bases Report.
2. Grant a ground lease/licence to Fire Emergency New Zealand, for a period of 24 years including renewals for an area of approximately 75sqm for four (4) sites in total. Three (3) sites are reserves and the lease/licence is to be granted pursuant to s73 Reserves Act 1977 for the sites described as: Wainui Domain Res 4051, CB 201/194; Pigeon Bay Boat Park Reserve, Lot 6 DP 301575, RT 6520; CB 34D/491; Sefton Park, Okains Bay, Res 3753, CB 247/156. One (1) site is park and the lease/licence is to be issued pursuant to the Local Government Act 2002 for Little Akaloa Streamside Reserve, described as Lot 2 DP56530. All sites are shown on the plans described in Attachment A of the Agenda report.
3. Approve existing storage containers on Pigeon Bay Boat Park Reserve and Little Akaloa Streamside Reserve as shown on the plans described in Attachment A of the Agenda report.
4. Approve two new storage containers and water tank to be placed on Sefton Park, and one new container on Wainui Domain Reserve as shown generally on the plans described in Attachment A of the Agenda report and located in accordance with Parks staff direction as to final detail.
5. Approve the construction of fencing, driveways, installation of utilities and all other works incidental and associated with the placement of the storage containers to be undertaken in accordance with Parks staff direction as to final detail.
6. Note that:
 - a. Approval of containers will be subject to any current or future policy in relation to approval for containers on reserve/park.
 - b. The decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

- c. Appropriate consultation has been undertaken and the results of that support this proposal.
7. Request that the Manager Property Consultancy 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 completing negotiations and administering the terms and conditions of the new lease/licence.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 FENZ has managed a number of rural fire bases on Te Pātaka o Rākaihautū Banks Peninsula since the implementation of the Rural Fire Act 2017.
- 3.2 The current licence was intended as an interim measure while new structures were established and has been holding over since 2019.
- 3.3 The use of the sites is generally for storage of uniforms and fire equipment contained in a twenty foot container.
- 3.4 Parks Unit staff support continued use of the sites on the basis that the storage units involve low intrusion and facilitates the community support and service provided by FENZ.
- 3.5 As a government entity FENZ requires certainty and clarity around future tenure and rights and responsibilities around use. In line with Council's Lease Policy, it is recommended to unilaterally grant a new lease/ licence, recognising the organisations stability and proven track record of community service.

4. Background/Context Te Horopaki

The Properties

- 4.1 The sites that are the subject of this report are located and shown A-D on the map below. They are recreation reserves shown A-C: Wainui Domain-'A', Pigeon Bay Boat Park Reserve-'B', Sefton Park, Okains Bay-'C'. Streamside Reserve at Little Akaloa – is held as a 'park' and shown 'D'. A further site is located in Le Bons Bay on unformed road and is not the subject of this report.



Fire Emergency New Zealand

- 4.2 The general purposes of FENZ are to: promote fire safety and provide fire prevention and response, provide response services for incidents involving hazardous substances and traffic accidents together with support for search and rescue services.
- 4.3 FENZ services on Banks Peninsula are operated from a series of small locally run bases. Prior to 2017 local brigades ran operations on a purely voluntary and community funded basis with ad hoc support from the Council generally in the form of access to sites and some buildings for the storage of equipment but also with overarching support from the Council appointed Rural Fire Officer. The rural services operated separated from urban services.
- 4.4 In 2017 the legislation governing these operations was updated with earlier legislation repealed and the Fire Emergency New Zealand Act 2017 enacted. This amalgamated the urban and rural services under one authority with the general purpose of strengthening the role of communities and improving the support of the role of volunteers in the provision of fire services. The relationship between FENZ and the Council is now governed by a service level agreement, with the provision of response and resilience resources and personnel provided by the Council.
- 4.5 The casual arrangements relating to storage of rural fire equipment on Council land were incorporated into a transitional licence document that gave FENZ authority to continue to use these sites. This two-year licence was extended for a further two years in 2019 and has been holding over since that time.
- 4.6 FENZ have requested a new lease/licence providing greater certainty and clarity around key obligations and responsibilities.

Impact on reserves

- 4.7 The use for rural fire is not consistent with the classifications of the sites which are for recreation purpose except for the 'Streamside Reserve' at Little Akaloa which is generally for esplanade use. Parks have assessed the impact on the reserves/park as shown below and determined that the use for rural fire as requested will not have a significant impact on current or future use.

Site	Size-sqm-approx	Use	Impact	Note
Wainui Domain 19 Wainui Valley Road	15	Single container storage-proposed	A single 20ft container near the entrance of the reserve and in behind the existing utility shed. Proposed use will not intrude on the current or future recreation use of the reserve itself which takes place to the east and contains a cricket pitch	Equipment to be moved from existing garage on site currently used in conjunction with Reserve Management Committee. New container to be sited in front of existing garage
Pigeon Bay Boat Park Reserve 124 Wharf Road	15	Single container storage-existing	Existing FENZ container located in one corner of the boat park. Continued use will have no additional impact on the reserve currently used as a boat storage and rigging recreational area.	Existing container located on reserve
Okains Bay Sefton Park 10 Chorlton Road	35	Two containers plus water storage-proposed	Site to be moved from unsecured existing garage near hall on Ngai Tahu land to Sefton Park originally gifted to Council for recreation use but has been maintained by grazing on a long term basis. FENZ use will not significantly intrude on potential future recreation use or impact grazing.	Site to be moved from existing garage located at Okeina, Okains Bay Hall Reserve to Sefton Park
Little Akaloa Streamside Reserve 525 Little Akaloa Road	15	Single container storage-existing	Container stored in single bay of three bay garage owned by Council, currently used generally for community use. Garage or continued use does not intrude on native plantings undertaken on the park.	Container stored in one single bay of three bay garage owned by Council. Other two bays are currently used generally for community use

- 4.8 Parks Unit staff are currently developing a policy for use of containers on reserve/park noting impact on amenity as a whole. The policy is likely to include requirements for cladding or other matters to minimise the visual impact of containers on reserves.
- 4.9 The organisation meets the Council's requirements as a suitable lessee:
- Government entity
 - Strong governance and operating structure
 - Historical use and investment on the site
 - Financially sound

4.10 Proposed ground lease/licence:

- Rural fire storage units
- Eight years with two rights of renewal
- Issued pursuant to s73 of the Reserves Act 1977 and Local Government Act 2002
- Rental: rental consistent with policy for community groups, currently minimum rental of \$100/annum for that area.
- Lease/licence to include right for Council to require cladding or any other matters in accordance with current or future Council policy regarding containers on reserve.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

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

4.11.1 Enter into a new ground lease/licence

4.11.2 Do not enter into a ground lease/licence

4.12 The following options were considered but ruled out:

- Do nothing: not favoured-FENZ requires certainty of tenure and clarity of rights and responsibilities to ensure certainty of future provision of service.
- Lease properties but charge commercial rental- not favoured, FENZ provide community service and so community rental appropriate. Commercial rental would not be consistent with other councils.

Options Descriptions Ngā Kōwhiringa

4.13 **Preferred Option:** Enter into a new ground lease/licence

4.13.1 **Option Description:** Grant a ground lease/licence with FENZ under terms consistent with community groups. Approve location of containers as requested.

4.13.2 **Option Advantages**

- Provides certainty for the organisation
- Supports community service provided by the organisation
- Does not restrict recreational users of the reserve/park

4.13.3 **Option Disadvantages**

- Restricts full use of the reserve/park for statutory purpose

4.14 Do not enter into a new lease/licence

4.14.1 **Option Description:** Do not approve a new lease/licence

4.14.2 **Option Advantages**

- More reserve/park space made available.

4.14.3 **Option Disadvantages**

- FENZ requires alternative sites to operate
- Council will not assist operation of vital community service
- Council will incur cost to maintain

Analysis Criteria Ngā Paearu Wetekina

- 4.15 The options in terms of the lease were assessed taking into account lessee investment on site and the need for certainty for ongoing operation as against alternative use for the reserve/park.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option	Option 2 – Do not enter into lease
Cost to Implement	Cost to Implement- Preparation of lease and public advertising costs to be recovered from tenant	X
Maintenance/Ongoing Costs	Maintenance undertaken by tenant	\$500/annum
Funding Source	n/app	Operational budget
Funding Availability	n/app	yes
Impact on Rates	minimal	no

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 There are minimal risks associated with the proposed lease/licence. FENZ as a central government agency will be certain to maintain and use the property to the required standard

Legal Considerations Ngā Hīraunga ā-Ture

- 6.1.1 Delegations Parks (Part D-sub Part 1- Community Boards) Authority delegated from Council to Community Boards.

“To grant leases of recreation reserves in accordance for farming, grazing afforestation and other purposes”- section 73 Reserves Act 1977 and

“To grant leases or licences for a maximum term of 35 years to any person or body over parks and to authorise staff to sign all required documentation” Local Government Act 2002. and

“Approve the location of, and construction of, or alteration or addition to, any structure or area on parks and reserves provided the matter is within policy and budget set by the Council.”

- 6.1.2 Reserves Act 1977-Lease entered into partly pursuant to section 73(3). Note that lease for non-recreation purpose requires that the reserve is not likely to be used for recreation. Refer impact on reserve discussion para 4.8 and note minimal amount of area to be used for rural fire storage. Staff consider that it is ‘inexpedient’ and inadvisable in terms of s73(3) of the Reserves Act. It would not cost effective to revoke the classification for the small amount of reserve to be used.

- 6.1.3 Lease also entered into Local Government Act 2002 for ‘Streamside Reserve’ Little Akaloa

- 6.2 Other Legal Implications:

- 6.2.1 Local Government Act 2002-Decision Making including consideration of community views.
- 6.2.2 Reserves Act 1977 Public notification and consideration of views in accordance with s119, 120
- 6.2.3 Notification pursuant to s138 Local Government Act 2002
- 6.2.4 Department of Conservation approval pursuant to instrument of delegation to CE.

Strategy and Policy Considerations Te Whai Kaupapa here

6.3 The required decision:

- 6.3.1 Aligns with the [Christchurch City Council's Strategic Framework](#), in particular the strategic priority of being an inclusive and equitable city that puts people at the centre.
- 6.3.2 Is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by considering the number of people affected, the level of impact on those affected and the low cost to Council associated with entering into the lease.
- 6.3.3 Is consistent with Council's Plans and Policies:
 - Council's Leasing policy - dealing unilaterally with incumbent tenant where there is only one logical tenant including not-for-profit organisations including community groups
 - Okains Bay Reserves Management Plan -2006, for Sefton Park. The design, appearance location and scale of buildings should not have an adverse effect on the visual amenity of the surrounding land or on any other activities

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

6.5 Citizens and communities

6.5.1 Activity: Emergency Management & Community Resilience

- Level of Service: 2.5.2.1 Council maintains an effective response capability and capacity to manage civil defence emergencies in its area (Designated facilities, equipment and infrastructure for use in an Emergency) - One primary and one secondary Emergency Operations Centre (EOC) facility available to be activated within 60 minutes

Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.6 Community engagement involved: direct contact with the reserve management committees for Sefton Park and Wainui Domain public notice for all sites in the Akaroa Mail on 2 May 2025.
- 6.7 Staff consider that the above is sufficient consideration of community views taking into account the significance of the decision proposed.
- 6.8 The decision affects the following wards/Community Board areas:
 - 6.8.1 Te Pātaka o Rākaihautū Banks Peninsula Community Board.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.9 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.
- 6.10 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.
- 6.11 The proposal was forwarded to the Treaty Partnership Team on 14 May 2025 and directly to the various Papatipu Rūnanga. No issues were identified.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.12 The proposals in this report are unlikely to contribute significantly to adaption to the impacts of climate change or emissions reductions. The proposal to enter into a new lease/licence for an existing use does not have an impact on climate change as there is limited carbon footprint associated with leasing itself and there is no change to current emissions. In terms of the activities associated with the lease/licence, the nature of the services demands resources as required.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 Property staff to undertake final negotiation of lease/licence terms and complete documentation.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	FENZ Lease/Licence Areas	25/1660918	227

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Felix Dawson - Leasing Consultant
Approved By	Kathy Jarden - Team Leader Leasing Consultancy Angus Smith - Manager Property Consultancy Al Hardy - Manager Community Parks Rupert Bool - Head of Parks

FENZ RESERVE LEASE AREAS- Banks Peninsula

Site	Schedule	Classification	Size-sqm approx	Use	Note
Wainui Domain 19 Wainui Valley Road	Res 4051 CB201/194	Recreation Reserve	15	Single container storage	Equipment to be moved from existing garage on site currently used in conjunction with Reserve Management Committee. New container to be sited in front of existing garage
Pigeon Bay Boat Park Reserve 124 Wharf Road	Lot 6 DP 301575 RT 6520	Recreation Reserve	15	Single container storage	Existing container located on reserve
Okains Bay Sefton Park 10 Chorlton Road	Res 3753 CB247/156	Recreation Reserve	35	Two containers plus water storage	Site to be moved from existing garage located at Okeina, Okains Bay Hall Reserve to Sefton Park
Little Akaloa- Streamside Reserve 525 Little Akaloa Road	Lot 2 DP56530 CB34D/491	Park	15	Single container storage	Container stored in one single bay of three bay garage owned by Council. Other two bays are currently used generally for community use

WAINUI



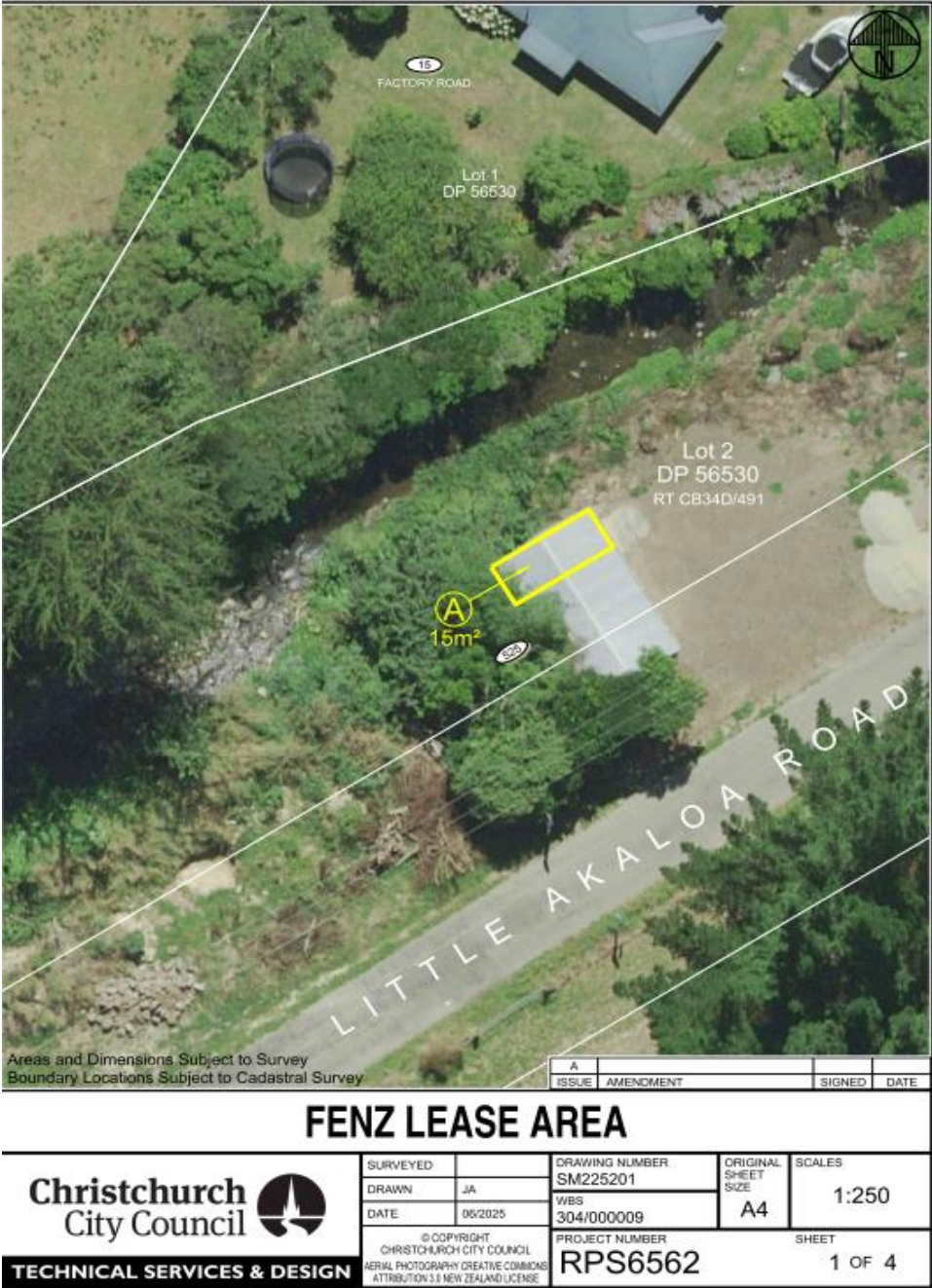
PIGEON BAY



SEFTON PARK- OKAINS BAY



LITTLE AKALOA



18. Te Pātaka o Rākaihautū Banks Peninsula Community Board Summer with your Neighbours 2025-26

Reference Te Tohutoro: 25/1440590
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 for the Te Pātaka o Rākaihautū Banks Peninsula Community Board to consider the allocation of funding for reimbursement from its 2025-26 Summer with your neighbours fund from the applicants listed below.
- 1.2 The Board allocated \$3,000 to this fund at its meeting held on Monday 11 August 2025.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

- 1. Receives the information in the Te Pātaka o Rākaihautū Banks Peninsula Community Board Summer with your Neighbours 2025-26 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. Allocates its 2025-26 Summer with your Neighbours fund as follows:

Applicant	Activity	No. attending	Recommendation
Carol Anne Groves	Annual AGM and BBQ afterwards	150	\$200
Elizabeth Elsworth	Summer BBQ and games	35	\$100
Michelle Louise Rodgers	Community fun day & Resilience/preparedness planning	100	\$250
Gabby Patterson	End of year celebrations - fostering connection among local families.	40	\$100
Caro Curtis	Christmas drinks and nibbles	30	\$75
Karen Banwell	Large community event to celebrate the reopening of Allandale Hall	200	\$300
Emma Crew	Community BBQ event	80	\$200
Hannah Turner	Annual Community Breakfast	350	\$300
Annabelle Wear	Get together	40	\$100

Pam Richardson	Christmas function	80	\$180
Vicki Newbegin, Sara Scott, Jill Rice, Mariella Stoppel	Community Event	100	\$250
Wendy English	End of year neighbourhood gathering	50	\$125
Rhondda Pheloung	BBQ	70	\$175
Janine Clarke	Drinks and nibbles	35	\$100
Pat Lyons	Street party	35	\$100
Murray Peden	Street party	30	\$75
Keri Whaitiri	Community Party	40	\$100
		Total	\$2,730

4. Declines the applications received from: Gabrielle Rogers (*Purau Port Levy Road*) for a housewarming gathering, and Tim Maguire (*Akaroa*) for a concert.
5. Notes that the granted funds are to be used towards food items, non-alcoholic drinks, or invitation/advertising costs only.
6. That any unspent 2025-26 Summer with your Neighbours funding is returned to the 2025-26 Te Pātaka o Rākaihautū Banks Peninsula Discretionary Response Fund.

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 Strengthening Communities. It will provide a strong sense of community, active participation in civic life, safe and healthy communities, celebration of our identity through arts, culture, heritage and sport, valuing the voices of children and young people.

Decision Making Authority Te Mana Whakatau

- 3.2 The Community Board has the delegated authority to determine the allocation of the Discretionary Response Fund for each community.
 - 3.2.1 Allocations must be consistent with any Council-adopted policies, standards or criteria.
 - 3.2.2 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

- 3.3 The decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
- 3.4 The significance level 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 At its meeting on 11 August 2025, the Te Pātaka o Rākaihautū Banks Peninsula Community Board resolved to allocate \$3,000 from its 2025-26 Discretionary Response Fund towards Summer with your Neighbours 2025-26.
- 3.7 Summer with your Neighbours is about bringing people closer together and celebrating the unique and diverse mix of each neighbourhood. It invites residents to consider if they have ever wanted to organise a neighbourhood gathering, or to get to know the people who live close to them. This popular event has grown from year to year and is promoted by the Council.
- 3.8 Posters were placed in and around the Board area, including libraries. Previous applicants were sent information inviting them to apply for the Summer with your Neighbours funding. Staff also promoted the fund through the Board webpage, social media and other networks.
- 3.9 Summer with your Neighbours will run from 25 October 2025 to 30 March 2026. Applications for funding opened on 12 July 2025 and closed on 10 August 2025.
- 3.10 In total 19 applications had been received requesting \$11,690. An assessment of the applications was undertaken to ensure that they meet the Summer with your Neighbours guidelines, then a recommended amount was allocated to each application for consideration by the Board, combining to a recommended total of \$2,730.
- 3.11 Staff recommendations were based on the following, to maintain consistency over the allocation of recommendations:
 - A city-wide formula of \$2.50 per person has been applied as a consistent approach to applications. When the requested amount is less than the \$2.50 per head formula, the requested amount is what has been recommended.
 - A maximum of \$300 per event was applied to applications from organisations.
 - Where two approximate attendee numbers have been noted, recommendations are based on the higher approximate figure.
- 3.12 A matrix outlining the applications and staff recommendations is attached (refer **Attachment A**), along with the Summer with your Neighbours Guidelines (refer **Attachment B**), and a map of the applicants (refer **Attachment C**).

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Summer with your Neighbours 2025-26 Matrix	25/1690262	237
B 	Summer with your Neighbours 2025-26 Guidelines	25/1438894	239
C 	Summer with your Neighbours 2025-26 Map of Applicants	25/1695954	240

Signatories Ngā Kaiwaitohu

Author	Jane Walders - Support Officer
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula

Summer with your neighbours 2025-26 Matrix

Total amount available	\$3,000
Total staff recommendations	\$2,730

No.	Name	Organisation	Proposed activity	Location of activity	Date	Start time	Who will be participating	No. of attendees	Total costs	SWYN funding in last 2 years	Amount your street / organisation is contributing	Amount requested from Board	Staff recommendation
1	Carol Anne Groves	Wainui Residents Association	Annual AGM and BBQ afterwards	Community Centre, Wainui	2-Jan-26	5pm	The whole community	150	Sausages, onions, bread - \$300	Yes	\$100	\$200	\$200
2	Elizabeth Elsworth	Okuti Recreation and Sports Club	Summer BBQ and games	Okuti Valley Hall Little River	summer	16:00	Local families	35	Food - \$160 Hall hire - \$30	Yes	\$30	\$100	\$100
3	Michelle Louise Rodgers	Le Bons Bay Reserve Management Committee	Community fun day & Resilience/preparedness planning	Le Bons Bay Hall and Reserve Grounds	17-Nov-25	14:00	Le Bons Bay community and Lavericks Bay	100	Food - \$300 Drink - \$50 Prizes - \$50 Hall hire, LPG, games, consumables	No	\$50	\$350	\$250
4	Gabby Patterson	Diamond Harbour Playcentre	End of year celebrations - fostering connection among local families.	Orton Bradley Park	15-Dec-25	10:00	Diamond Playcentre whanau	40	Sushi platters - \$100 Pizza/other food - \$130 Donation to park - \$50 Bouncy castle/entertainer - \$350	Yes	\$430	\$200	\$100
5	Gabrielle Rogers	n/a	Housewarming gathering	Purau Port Levy Road	4-Nov-25	15:00	Local families	35	Food - \$400 Bouncy castle - \$100 Drinks - \$50 Lucky dip gifts (kids) - \$50	No	\$400	\$200	\$0
6	Caro Curtis	N/A	Christmas drinks and nibbles	Emerson Crescent Diamond Harbour	13-Dec-25	17:00	Emerson Crescent residents	30	Food - \$300 Drinks - \$300 Disposable plates, etc. - \$60	No	\$0	\$660	\$75
7	Karen Banwell	Governors Bay Community Association	Large community event to celebrate the reopening of Allandale Hall	Allandale Hall, Allandale Domain	7-Dec-25	16:00	Residents from Allandale, Gebbies Pass, Teddington, Governors Bay	200	Music - \$200 Food - \$800 Drinks etc. - \$200	No	\$500	\$700	\$300
8	Emma Crew	Akaroa Health Centre	Community BBQ event	Aylmers Valley Road Akaroa	8-Nov-25	14:00	Staff and volunteers Akaroa Health and community	80	Food and refreshments - \$500 Staff costs - \$300 Gazebo hire - \$400	No	\$300	\$900	\$200
9	Hannah Turner	Little River Wairewa Community Trust	Annual Community Breakfast	Little River Rugby Club Rooms	2-Nov-25	9:00	Residents of Little River and wider peninsula	350	Food and refreshments - \$1800 Transport - \$200 Disposable plates, printing, etc. - \$300 Equipment hire - \$200	Yes	\$2,000	\$500	\$300

No.	Name	Organisation	Proposed activity	Location of activity	Date	Start time	Who will be participating	No. of attendees	Total costs	SWYN funding in last 2 years	Amount your street / organisation is contributing	Amount requested from Board	Staff recommendation
10	Tim Maguire	N/A	Concert	Beach Road, Akaroa	31-Dec-25	16:00	Bands, Boats, BBQs	150	Decorations - \$500 Band - \$500 BBQ - \$500	No	\$500	\$1,000	\$0
11	Annabelle Wear	N/A	Get together	Marine Drive Diamond Harbour	2-Nov-25	16:00	Local families	40	Food - \$200	No	Drinks Shared plates	\$200	\$100
12	Pam Richardson	Pigeon Bay Society formerly Pigeon Bay Hall Committee	Christmas function	Wharf Rd Pigeon Bay	21-Dec-25	16:00	Pigeon Bay community	80	Ham - \$180 Bread rolls - \$50 Salads - \$130	Yes	\$180	\$180	\$180
13	Vicki Newbegin, Sara Scott, Jill Rice, Mariella Stoppel	Purau Residents Association	Community Event	Purau Port Levy Rd, Bottom Paddock	24-Jan-26	13:00	Residents of Purau	100	Food and Drink - \$870 Portaloo hire - \$800 LPG, 1st Aid - \$140 Drumming band - \$800 Incidentals - \$440	No	Residents Assn - \$500 Hosts - \$440	\$2,210	\$250
14	Wendy English	N/A	End of year neighbourhood gathering	Anderson's Reserve Charteris Bay	7-Dec-25	16:00	Local families	50	Food and drink - \$500 Shelter and trestle hire - \$300 Consumables - \$175	No	\$525	\$450	\$125
15	Rhondda Pheloung	Ātaahua Community Trust	BBQ	Kaituna Hall, Ataahua	14-Mar-26	16:00	residents from Seabridge Road to Jones Road	70	Food and drink - \$500 Entertainment - \$700 Sunscreen, lolly scramble - \$40 BBQ, Salads, Deserts, Ads - \$700	No	\$700	\$1,240	\$175
16	Janine Clarke	N/A	Drinks and nibbles	Ranui Cres Diamond Harbour	15-Nov-25	16:00	Neighbours and residents of Ranui Crescent	35	Food - \$300	No	\$150	\$150	\$100
17	Pat Lyons	N/A	Street party	Ross Terrace Lyttelton	15-Feb-26	16:00	Neighbours from Ross Tce, Selwyn Ln, Selwyn Pd, Selwyn Rd	35	Food and drink - \$170 Other? - \$380	No	\$400	\$150	\$100
18	Murray Peden	N/A	Street party	Bachelors Road Little River	22-Nov-25	15:00	Upper western valley residents	30	Food - \$300 Drinks and shared plates - \$300	No	\$300	\$300	\$75
19	Keri Whitiri	N/A	Community Party	Exeter Street Lyttelton	17-Jan-26	15:00	Residents on Exeter Street btwn St Davids and Canterbury Streets	40	Traffic management - \$500 Spit roast machine - \$200 Food - \$500 Inflatable hire - \$500 PA for music - \$500	No	\$200	\$2,000	\$100
											\$6,765	\$11,690	\$2,730

Summer with your neighbours



2025 guidelines for your information

Summer with your neighbours is back again for 2025. Events can be held from 25 October 2025 to 30 March 2026. Small subsidies are available to help cover costs and support Summer with your neighbours events. Please be aware that allocation of funding towards the project is subject to Community Board approval.

The following criteria applies:

- Funding is not available for alcohol or fireworks.
- Some Community Boards may not give priority to funding items other than food. Please contact neighbourhoodweek@ccc.govt.nz if you have any queries around this.
- Funding is seen as a small contribution towards holding a gathering. Because it is intended to 'bring neighbours together', applications from individuals getting together and holding a local gathering will take priority over those held by organisations.
- Funding should not be seen as a way for individuals or organisations to hold a gathering that they would hold at other times of the year.
- It is expected that those holding the gathering will contribute in some way towards the gathering, even if it is through supplying some of the materials.
- All gatherings need to take place within designated dates – 25 October 2025 to 30 March 2026.
- Where two gatherings are to be held in a close locality (i.e. same street or park), we will encourage you to combine these gatherings.
- Where two or more people apply separately for the same gathering, these applications will be considered together.
- Residents' Associations can apply unless they have received funding for a Summer with your neighbours (Neighbourhood Week) gathering from another Council fund.

Health and safety

The individual(s) organising your gathering must ensure that appropriate standards of health, safety, security and environment practice are maintained at every Summer with your neighbours gathering.

If, for the purpose of the gathering, the individual(s) is/are a person conducting a business or undertaking within the meaning of the Health and Safety at Work Act 2015, they must comply with their various duties under that Act.

If the proposed location of the gathering is on Council property or to be held at a Council venue, the Council will provide information to the organiser of your gathering to advise of its health and safety policy in relation to that property or venue at the time of your booking.

All events must comply with events and gathering guidelines or rules set by the government in relation to Covid-19 restrictions.

Reimbursement

If you have been notified in writing that your application was approved, hold your gathering first, then provide receipts and attach them to the Subsidy Reimbursement Form. This form will be emailed or posted to you.

The process

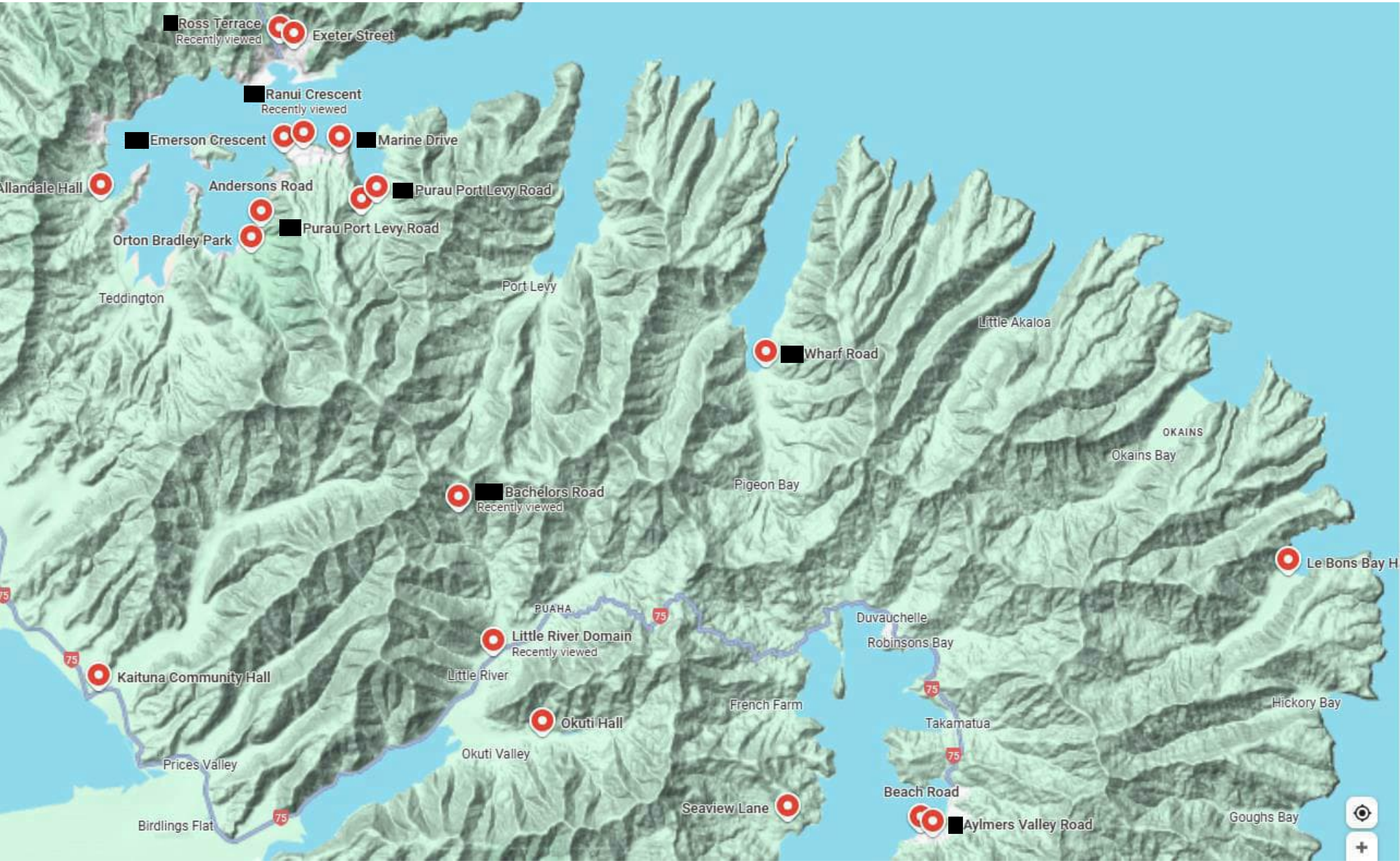
Once you have decided to participate in Summer with your neighbours, here are the steps to take:

- Get your neighbours together for a pre-gathering chat to gather ideas.
- Complete the application form online or collect a hard copy from your local service centre. Submit it via email, post to Papanui Service Centre, 35 Langdons Road, Christchurch 8053, or drop it off at your local service centre prior to the deadline of Sunday 10 August 2025 at 5pm.
- Once applications have closed these will be presented to the Community Boards for consideration.
Note: Because you are applying for public funding, your name and gathering details will be part of the public record of the Community Board's allocation meeting. You will be notified of the decision made by your Community Board. Please be aware that allocation of funding towards the project is subject to Community Board approval.
- Hold your gathering. Take lots of photos and have a great time!
- Complete the Subsidy Reimbursement form, include your receipts, and return.
- If your application was successful in being allocated funding, your allocated subsidy will be reimbursed.
Note: This could take up to four weeks.
- Get going!

If you have any questions throughout the process, please get in touch. If you are able to, please email in the first instance: neighbourhoodweek@ccc.govt.nz

If email is not an option, please call Hannah Martin on 03 941 8999 (please be aware we may forward your inquiry to another staff member if your question relates to a specific Community Board area).

2025/26 Summer with your neighbours – Map of applicants



19. Te Pātaka o Rākaihautū Banks Peninsula Community Board

Area Report - September 2025

Reference Te Tohutoro: 24/2207309

Responsible Officer(s) Te Pou Matua: Penelope Goldstone, Community Governance Manager

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

Item 19

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 Te Pātaka o Rākaihautū Banks Peninsula Community Board:


1. Receives the information in the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - September 2025.



3. Community Support, Governance and Partnership Activity


3.1 Community Governance Projects


Activity	Detail	Timeline	Strategic Alignment
Whakaraupō Emergency Hubs Collective – Rāpaki visit	<div>The Emergency Hubs Collective visited Rāpaki to view their Emergency Pod, a trailer stocked with emergency response supplies and deepen their understanding of the available resources and capabilities in the event of a major disaster.</div> <div></div>	Completed	Proactive planning for climate change

Activity	Detail	Timeline	Strategic Alignment
	<p>As part of the visit, the Collective received a formal welcome onto the marae—an important step that will help facilitate future collaboration, whether seeking support from Rāpaki or assisting with emergency response efforts based there.</p> 		
Diamond Harbour Reserves Committee	Staff met with committee members and representatives from the Parks Unit to discuss the most effective model for sustaining and building on the valuable work carried out by the Diamond Harbour Reserve Committee.	Ongoing	Proactive planning for climate change
Whakaraupō Emergency Hubs Collective – Understanding 3 Waters	Tim Drennan, Service Excellence Manager for 3Waters, was invited to speak at a meeting of the Collective, where he provided an overview of how the potable and wastewater systems would function during an emergency. He delivered a presentation followed by a Q&A session, allowing attendees to ask questions and explore the topic in more depth.	Completed	Proactive planning for climate change
Te Ahu Patiki Community Garden	Staff are supporting Te Ahu Patiki Community Garden group in their efforts to find a suitable space for a community garden in Diamond Harbour and obtain a lease to enable the development of the garden.	Ongoing	Good social and physical connections for our communities

Activity	Detail	Timeline	Strategic Alignment
Community Day at Rāpaki Marae	<p>A Community Day was held at Rāpaki Marae on Saturday 9 August with a great turn out and excellent feedback from attendees. Manuhiri (visitors) were welcomed onto the Marae with a Pōwhiri and spent the day learning about elements of the past, present and future of Te Rāpaki-o-Te Rakiwhakaputa and Te Hapū o Ngāti Wheke.</p> 	Ongoing	Good social and physical connections for our communities
Motu-kauati-rahi Cass Bay and Motu-kauati-iti Corsair Bay play space renewals	<p>Staff spent a lunchtime at Te Kura Tuatahi o Ōhinehou Lyttelton Primary School to get feedback from tamariki on the play space designs for Cass Bay and Corsair Bay.</p> <p>Along with sharing their feedback, each student placed a token into a vote box to let staff know what they thought of the designs.</p> 		

Activity	Detail	Timeline	Strategic Alignment
			
RAWA's New Akaroa Open Mic	Staff provided advice and support to Readers and Writers Akaroa (RAWA) for the establishment of their new Open Mic Night at The Common.	Completed	Good social and physical connections for our communities
Gaiety Survey	Staff have been reviewing Akaroa Facilities to better understand local needs and barriers to hiring the facilities. As part of this project, staff launched a survey seeking feedback from community groups on their experience of hiring the Gaiety.	12 September 2025	Good social and physical connections for our communities
Allandale Hall	Final preparations are underway at Allandale Hall ahead of its reopening on 1st September. These include a comprehensive exterior wash - covering the windows, roof, and gutters - thorough internal cleaning, and a clean-up of the surrounding grounds to remove mud and silt left behind by the May flooding. 	Completed	Good social and physical connections for our communities
Little Akaloa Reserve Committee and community	Staff are working with members of the community to develop a plan for how reserves and the various community interests are managed in the future. Several options are being investigated with the priority being community agency and ownership while reducing administrative burden.	Ongoing	Good social and physical connections for our communities

Activity	Detail	Timeline	Strategic Alignment
Okains Bay Flooding	Work is underway to improve drainage at Big Hill Road/Okains Bay Road with the goal to reduce flooding for houses on Okains Bay Road. Staff are monitoring this to ensure it meets community needs and is maintained.	Ongoing	Proactive planning for climate change
Le Bons Bay refuse station	New Bins are planned to be installed at the refuse station at the request of community as they did not meet the accessibility needs of all residents. This is expected to be in place early September.	Ongoing	☒☒
Little River Flooding Round Table Group	The Round Table group (RTG) has formed 3 Working Groups – Future Mapping Options, Lake Opening Review and Communications with the Community. Initial meetings are taking place, with recommendations being made for the full RTG to consider before taking these to staff.	Ongoing	Proactive planning for climate change
Living Streams Community Nursery and Revival Support shared space	Staff are supporting two Little River community organisations to share the garage space behind the Governance Office. A lease is being drawn up and Revival have begun redecorating the space for their use as a second-hand clothing store. Proceeds from the store go towards the Little River Food Bank, Frozen Meal Bank and Cancer Support in the township.	Ongoing	Good social and physical connections for our communities
Little River Railway Station Kitchen Renewal	The Little River Railway Station Trust and the Little River Craft Station Inc. are working together with staff to design and install an updated kitchen in the Railway Station. The Craft Station will fundraise and use existing funds to pay for the project. It is currently with staff for approval of the work on the heritage building.	Ongoing	Good social and physical connections for our communities
Birdlings Flat Creative Hub Youth Art Space	<p>On Sunday, 6th July, local teen Lilly Flower hosted the first Youth Art Session for the young people of Birdlings Flat, as part of a wider project aimed at creating a Youth Art Space in the school bus shelter near the Art on the Fence. To get the creative juices flowing, Lilly started with a Stone Painting Workshop using stones from the beach and paint.</p>  <p>In August Lilly will be hosting a 2-hour workshop to create Under-The-Sea themed artworks for the Youth Art Space in the bus shelter.</p>	Ongoing	Good social and physical connections for our communities

Activity	Detail	Timeline	Strategic Alignment
Birdlings Flat Annual Photography Competition	The second annual photography competition and exhibition will be held in Birdlings Flat on 6-7 September, with entries from around Wairewa.	6-7 September 2025	Good social and physical connections for our communities
Te Mata Hapuku Recycling Awards	<p>Te Mata Hapuku Recycling Awards were held on 2 August 2025 in Birdlings Flat. Categories included Art; House, Garden Garage; Fashion; Functional Object; and Youth. There was a large variety of entries in each category, with results being decided by popular vote.</p> 		Good social and physical connections for our communities

3.2 Community Funding Summary

3.2.1 **Strengthening Communities Fund 2025/26** – the Board approved \$176,613 in funding for 17 community groups, along with the five groups that are to receive their multi-year funding. The funds will be paid from September 2025.

The remaining funds of \$28, 172 were used to establish 2025-26 Discretionary Response Fund, along with any carry forward from last year.

3.2.2 **Community Board Discretionary Response Fund 2025/26** – as of 20 September 2025:

- Discretionary Response Fund balance is \$32,898

The Discretionary Response Fund 2025/26 Spreadsheet as of 20 September 2025 is attached for record purposes (**Attachment A**).

3.2.3 **Better Off Funding** – the unspent balance of Better Off funds that was allocated to the Diamond Harbour Hall driveway repairs is to be reallocated to the Diamond Harbour & District Health Support Group to support the installation of a handrail in the medical centre carpark.

3.2.4 **Summer with your neighbours** – the Board received 19 applications this year for subsidies to the host events in neighbourhoods throughout the peninsula from the end of October 2025 through until the end of March 2026.

3.3 **Participation in and Contribution to Decision Making**

3.3.1 **Council Engagement and Consultation.**

- At the time of writing this report there were no consultations relevant to Te Pātaka o Rākaihautū Banks Peninsula.
- A full list of consultations can be found on the Council's [Let's Talk Website](#).
- **Board Submission** – The Board has provided feedback to the New Zealand Police on its [Canterbury District Review 2025](#) consultation proposal. This submission reflects the views of Te Pātaka o Rākaihautū Banks Peninsula Community Board but not necessarily those of Christchurch City Council. **(Attachment B)**

3.4 **Governance Advice**

3.4.1 **Public Participation** – The Board received the following public and open forum presentations in June 2025:

- Little River Wairewa Walkway
- Women's Safety in Lyttelton
- Naval Point Board Safety Group.

3.4.2 **Board Information Sessions** – the Board received the following in August 2025:

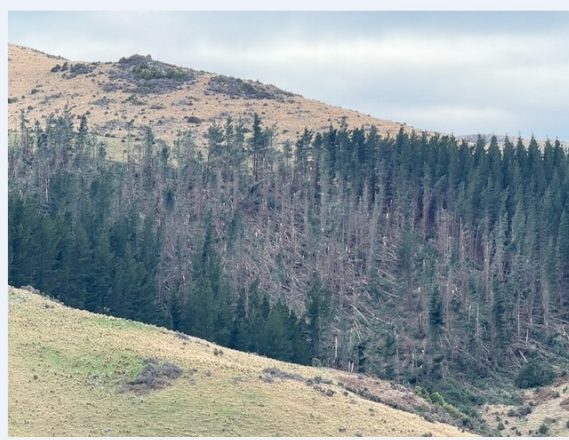
- Coronation Library Little River Wairewa
- Little River Wairewa Flooding Round Table Group Update
- Coastal Hazards Adaptation Planning

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

4.1 **Te Oka Reserve – Pine Plantation Conversion to Native Forest** - The intention had been to gradually transition the pine forest at Te Oka Reserve back into native forest and to monitor this over time.

During July 2025, we had a high wind event that affect the wider Wairewa District winds of 175km/hr were recorded. During this event, the pine plantation at the Te Oka Reserve was severely damaged. See images below.

We are currently working with our Council arborist team to determine the best course of action to manage the site going forward. The lower fence line has been badly damaged with a number of mature trees coming over it but thankfully the main track and access down the ridge was relatively unaffected.



- 4.2 **Yew Cottage** – a memorandum giving an update on the Yew Cottage project. (**Attachment C**).

- 4.3 **Okains Bay Hall** - In April 2025, the soffit above the entrance area at Okains Bay Hall collapsed. Consequently, as the Hall is in very poor condition, it is no longer considered safe for occupation and has been closed to the public.

As such no new bookings are being taken and a padlock has been installed. The hall will be closed until further notice. A sign will be put up to reflect this and will be communicated with the community.













No decision will be made about the future of the Hall until the updated Reserve Management Plan is completed. Staff are continuing to work with the local community, Runanga and stakeholders to understand their needs and look at options that best serve the community.

- 4.4 **Closed Information Requests from Community Open Forums** – No closed information requests to disclose.
- 4.5 **Customer Services Request Report** - providing an overview of the number of Customer Service Requests that have been received during July and August 2025 are attached. (**Attachments D and E**)

[Snap Send Solve](#) is the smartphone app the Council offers to help make reporting issues easy, and it is still possible to [report issues online](#), by calling Council on 03 941 8999 or visiting one of the Council's [Service Centres](#).

- 4.6 **Graffiti Report** – Te Pātaka o Rākaihautū Banks Peninsula Graffiti Snapshot Reports for July 2025 is attached. (**Attachment F**).
- 4.7 **Planned road works and closures** - are indicated on the map at the [Traffic Updates page at this link](#). Additionally, a Smartview of nearby road works and closures is available at the following link: <https://smartview.ccc.govt.nz/travel/roads>.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Banks Peninsula 2025/26 Discretionary Response Fund as of 20 September 2025	25/1677358	250
B  	Submission - New Zealand Police Canterbury District Review 2025 - Te Pātaka o Rākaihautū Banks Peninsula Community Board 15 August 2025	25/1645064	251
C  	Memorandum: Yew Cottage Update - August 2025	25/1686938	252
D  	Customer Service Request Report - July 2025	25/1677361	254
E  	Customer Service Request Report - August 2025	25/1767673	255
F  	Graffiti Monthly Snapshot Report - July 2025	25/1604231	256

Signatories Ngā Kaiwaitohu

Authors	Liz Beaven - Community Board Advisor Steffi Brightwell - Community Development Advisor Linda Burkes - Banks Peninsula Governance Advisor Jane Harrison - Community Development Advisor Dane Moir - Community Development Advisor Jane Walders - Support Officer Jo Wells - Community Development Advisor Andrea Wild - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula Matthew McLintock - Manager Community Governance Team John Filsell - Head of Community Support and Partnerships

Banks Peninsula Discretionary Response Fund 2025-26		Board Approval
BUDGET		
Available Budget DRF 25-26	28,172	11/08/2025
Carry Forward 2024-25 DRF	8,726	
Total BUDGET	36,898	
ALLOCATIONS MADE:		
Discretionary Response Fund		
Summer with your Neighbours 2025-26	3,000	11/08/2025
ANZAC Day 2026 - Wreaths and Diamond Harbour grant	1,000	11/08/2025
Discretionary Response Fund Allocated	4,000	
Youth Development Fund		
Youth Development Fund Allocated	-	
TOTAL: Discretionary Response Fund Allocated	4,000	
TOTAL: Discretionary Response Fund Unallocated	32,898	
Pending Board Approval		
Pending Board Approval Balance	0	
TOTAL: DRF Remaining if Pending approved	32,898	

Christchurch
City Council 

3 September 2025

Te Pātaka o Rākaihautū
Banks Peninsula Community Board

PO Box 73029

Christchurch 8154

Canterbury.Review@Police.govt.nz

linda.burkes@ccc.govt.nz

To whom it may concern at New Zealand Police

Te Pātaka o Rākaihautū Banks Peninsula Community Board appreciates the opportunity to provide feedback on the Canterbury consultation proposal. The views expressed in this submission are from Te Pātaka o Rākaihautū Banks Peninsula Community Board and are not necessarily the views of the Christchurch City Council. We wish to raise specific concerns regarding the proposed changes to Police resourcing in the Lyttelton area.

The Board has recently heard from residents in Lyttelton who feel there is currently too little visibility of Police in the area. This lack of presence may be contributing to underreporting of incidents.

We understand that the number of Police staff in Lyttelton has decreased from eight to four over the past couple of years. Residents have reported that there are often no staff available at the local station to assist those in need. The proposed further reduction to just one Community Liaison Officer is not seen as sufficient resourcing and therefore is not supported by the Board.

Whakaraupō is a geographically large area with a growing population. The Board is aware of ongoing issues with anti-social road users and are concerned that a further reduction in Police presence in the area may exacerbate these issues and negatively impact community safety and wellbeing.

While we acknowledge the need for New Zealand Police to deploy resources efficiently and flexibly, we believe that maintaining a visible and accessible presence in Lyttelton is essential. We encourage the Police to work collaboratively with the Lyttelton community to explore alternative models of engagement that align with resourcing constraints while still meeting local needs.

One suggestion that has been raised by community members is the establishment of a regular Police drop-in at the local library or another accessible site. This could occur at set times each week and involve a consistent officer, helping to build relationships and improve accessibility.

We also note that requiring residents to travel into the city to speak with a Police Officer may be prohibitive for some, particularly those with limited mobility or access to transport. It is vital that Police services remain accessible to all members of the community.

Te Pātaka o Rākaihautū Banks Peninsula Community Board urges New Zealand Police to reconsider the proposed reduction in staffing for Lyttelton and to engage with the community to develop a model that ensures safety, visibility, and accessibility.

Ngā mihi nui



Lyn Leslie
Chairperson
Te Pātaka o Rākaihautū Banks Peninsula Community Board

Christchurch
City Council 

Memos



Memo

Date: 11 August 2025
From: Maria Adamski, Senior Parks Asset Planner
To: Liz Bevan, Community Board Advisor
Cc: Te Pātaka o Rākaihautū Banks Peninsula Community Board
Reference: 25/1600779

Yew Cottage Update

1. Purpose of this Memo Te take o tēnei Pānui

- 1.1 To update Te Pātaka o Rākaihautū Banks Peninsula Community Board on the Yew Cottage Options Report that was to be considered at the Boards meeting on the 25th of August 2025.

2. Confidentiality

- 2.1 The information in this memo is not confidential and can be made public.

3. Origin Te Pūtaketanga mai

- 3.1 This memo is staff generated to update the Community Board on progress with options for Yew Cottage.

4. Decisions Required Ngā take me whakatau

- 4.1 For information purposes.

5. Key Points Ngā Take Matua

- 5.1 The completion of the Yew Cottage Report has been delayed due to the need to investigate a new community option that has recently emerged.
- 5.2 This option has the potential to influence the report's recommendations and outcomes.
- 5.3 Additional time is required to assess the feasibility, implications, and comparative merits of this option to ensure the Board receives a complete and informed report.
- 5.4 A revised completion date for early 2026 will be provided once the evaluation is complete.

6. Next Steps Te neke whakamua

- 6.1 Present the Yew Cottage Report in early 2026.

Attachments Ngā Tāpirihanga

There are no attachments to this memo.

Memos



Signatories Ngā Kaiwaitohu

Author	Maria Adamski - Senior Parks Asset Planner
Approved By	Kelly Hansen - Manager Parks Planning & Asset Management Wolfgang Bopp - Director Botanic Gardens & Garden Parks Rupert Bool - Head of Parks

Ticket Report

01 07 2025 - 31 07 2025

Filter by Ward

Banks Peninsula

Filter by month

2025 (Year) + July (Month)

542

Reported Tickets last month

64.39%

Resolved within SLA

Channels

Channel	Tickets	Percentage
Phone/Email/Walk-in	303	56%
Website	128	24%
Snap, Send, Solve	111	20%

Status as of Report Date

Closed/Resolved

75.65%

Open

22.69%

Programmed Work

1.66%

Top 10 Incident Categories

● Banks Peninsula

Category	Tickets
Water Supply	100
Vegetation	74
Property In...	73
Road/Foot...	51
Wheelie Bins	50
Safety/Haz...	35
Animals	32
Structures/...	30
River/Surfa...	20
Graffiti	17
Waste	17

# Tickets	ObjectCategory	+/- Previous Month
68	Water Leak	39
48	Trees	36
39	Residential Property Files	-6
34	Damaged Bin	4
21	Garden/Landscaped Area	7
21	Water Supply	1
18	Residential LIM	1
18	Road/Hard Surface	-11
17	Blockage/Water Not Draining	-21
15	Building Maintenance	1

Report date:
20 Aug 2025

Christchurch
City Council

Item No.: 19

Page 254

Item 19
Attachment D

Ticket Report

01 08 2025 - 30 08 2025

Filter by Ward

Banks Peninsula

Filter by month

2025 (Year) + August (Month)

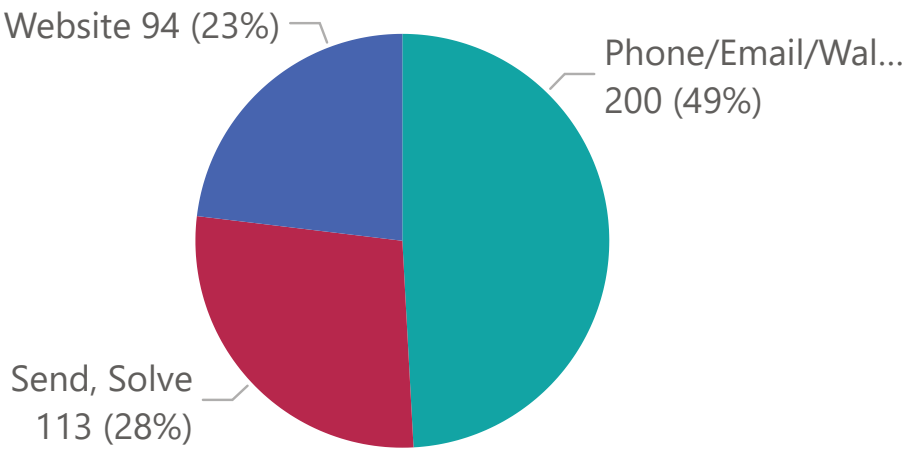
407

Reported Tickets last month

82.56%

Resolved within SLA

Channels



Status as of Report Date

Closed/Resolved

56.76%

Open

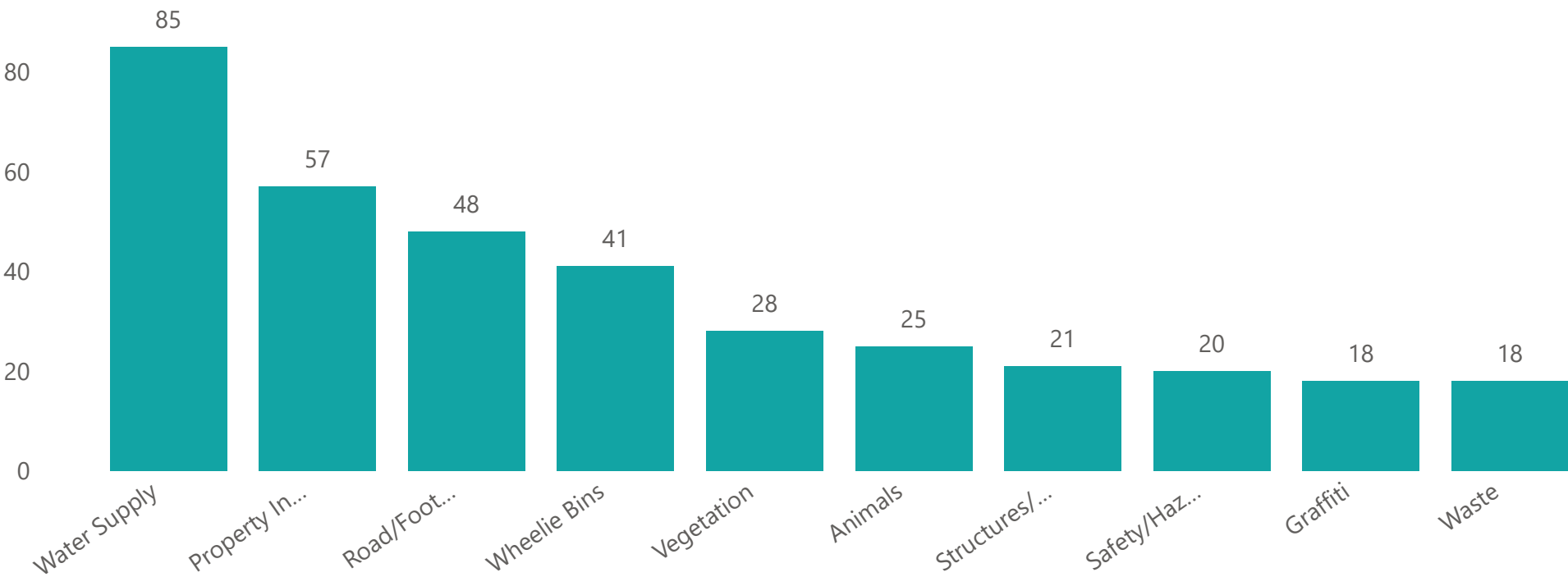
40.54%

Programmed Work

2.70%

Top 10 Incident Categories

● Banks Peninsula



Top 10 Object Categories

# Tickets	ObjectCategory	+/- Previous Month
67	Water Leak	0
27	Residential LIM	11
25	Damaged Bin	-9
24	Residential Property Files	-12
16	Road/Hard Surface	-2
15	Potholes	11
14	Trees	-34
13	Graffiti - Fence, building or structure	2
12	Garden/Landscaped Area	-9
12	Litter	0

Report date:
31 Aug 2025

GRAFFITI SNAPSHOT

July 2025

Ward and Suburb Insights



Ward	Jul-25	Jun-25	% Monthly Change
Central	792	567	32%
Heathcote	198	146	32%
Coastal	175	110	47%
Spreydon	77	93	-19%
Burwood	45	63	-29%
Linwood	80	60	27%
Innes	46	61	-33%
Papanui	43	42	-2%
Riccarton	72	57	24%
Hornby	32	12	167%
Cashmere	43	84	-49%
Banks Peninsula	16	14	0%
Fendalton	40	25	54%
Halswell	28	21	27%
Harewood	18	18	0%
Waimairi	5	4	0%
Unknown	0	3	-100%
Total	1710	1380	18%

Ward	Graffiti cleaned mtrs2 July 2025	Graffiti cleaned mtrs2 June 2025
Central	1815	1671
Heathcote	824	571
Coastal	460	242
Spreydon	209	228
Burwood	180	164
Innes	101	117
Papanui	206	181
Linwood	319	256
Riccarton	102	114
Hornby	97	13
Harewood	25	77
Cashmere	48	54
Banks Peninsula	64	38
Halswell	87	26
Fendalton	131	59
Waimairi	19	11
Unknown	0	4
Total	4685	3824

Reporting Hot Spots

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

Suburb	Reports made - July 2025	Reports made - June 2025
Central City	675	504
Sydenham	101	93
New Brighton	105	66
Linwood	59	41
Addington	52	60
Phillipstown	19	16
Riccarton	48	31
Waltham	53	46
Papanui	28	44
Woolston	50	35
Bromley	21	7
Opawa	24	9
Sockburn	21	7
Wainoni	17	18
Burwood	14	12
Hornby	25	16
South New Brighton	33	14
Lyttelton	18	16
Richmond	18	24
Brooklands	4	0
Bryndwr	11	5

Removal Hot Spots

Locations with the most graffiti removed (m2)

Street	Cleaned graffiti m2
Mountfort Park	111
Pilgrim Place	108
Oxford Terrace, Colombo to Manchester	91
Ferry Road, Fitzgerald to Phillips	86
Linwood Park	80
Margaret Mahy Family Playground	80
Gloucester Street	77
Ferry Road, Barbadoes to Fitzgerald	62
Tuam Street, Mata to Manchester	58
Hagley Park South	58
Tramway Lane \ Worcester Street, Central City	54
Cathedral Square, Worcester to Colombo	51
Papanui Domain	50
Brooklands Domain	48
Rawhiti Domain	48
Cathedral Square	46
Bower Park	45
Armagh Street	45
Bath Street \ Colombo Street, Central City	40
Hornby Domain	40
Matai Street West, Matai to Harakeke	40
Wordsworth Street, Gasson to Brisbane	40
Brougham Street, Waltham to Wilsons	37
Wordsworth Street, Buchan to Hawdon	37
Nga Mahi Road	36
Oxford Street Reserve	36

GRAFFITI SNAPSHOT

July 2025

Further Insights

Snap Send Solve Insights

	July	June	% Change
Orion	368	330	+12%
Chorus	79	84	-6%
Enable	79	68	+16%
One NZ	22	36	-39%
Spark	17	9	+89%
NZ Post	3	4	-25%
Rockgas	10	8	+25%
2 Degrees	14	4	+250%
Kiwi Rail	4	8	-50%
NZTA	11	6	+83%

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:



REPORTING UPDATE

When using Snap Send Solve, please ensure a photo is attached. This assists with identifying exactly where the graffiti is on a structure and assigning the job correctly. It also avoids the potential of having the ticket closed. If you are unable to provide a photo, please phone the report through on 03-9418999. We appreciate your support with this.

Donna, Belinda and Gary

Latest artwork – Artist Jay Skelton

This is Dak Bird, A character I have been drawing, painting and sculpting for around 15 years. I thought his bold colourful cartoon style would be a fun contrast in the city scape. While also incorporating a well meaning message (Have a good day) in the form of a thought balloon.



20. Valedictories

Reference Te Tohutoro: 25/1452190

Responsible Officer(s) Te Pou Matua: Liz Beaven, Community Board Advisor

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

The following retiring Board members will be given an opportunity to give a valedictory speech:

- Luana Swindells
- Howard Needham

Attachments Ngā Tāpirihanga

There are no attachments to this report.

21. 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 Whakamutunga

Unuhia, unuhia Unuhia ki te uru tapu nui Kia wātea, kia māmā, te ngākau, Te tinana te wairua i te ara takatā Koia rā e Rongo, whakairia ake ki runga Kia tina! TINA! Hui e! TĀIKI E!	<i>Draw on, draw on, Draw on the supreme sacredness To clear, to free the heart, the body and the spirit of mankind Rongo, suspended high above us (i.e. in 'heaven') Draw together! Affirm!</i>
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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 agenda was generated.

Open Actions Ngā Mahinga Tuwhera

REPORT TITLE/AGENDA SECTION	MEETING DATE	ACTION DUE DATE	UNIT	TEAM
Public Forum - Women's Safety in Lyttelton	9 June 2025	8 September 2025	Community Support & Partnerships	Governance (Ban Pen)
Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - July 2025	7 July 2025	6 October 2025	Parks	Botanic and Garden Parks
Head to Head Walkway Working Party Notes	7 July 2025	6 October 2025	Parks	Parks & Recreation Planning
Public Forum - Little River Wairewa Walkway	9 June 2025	8 September 2025	Parks	Regional Parks
Steadfast Landscape Development Plan	6 December 2021	31 March 2026	Parks	Planning & Policy
Reserve Committee Meeting Minutes	11 March 2024	30 April 2026	Recreation, Sports & Events	Recreation & Sports Services
67 and 67A Rue Lavaud (BP Meats site) - Phase 1 Community Feedback & Confirming Phase 2 Engagement Plan	7 April 2025	30 June 2026	Facilities & Property Unit	Property Consultancy
Kukupā Hostel - Request for Proposals, Results and Future Use	15 August 2022	31 July 2026	Parks	Management
Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - August 2025	11 August 2025	31 March 2026	Parks	Asset Management
Steadfast Park-Proposed lease-Cass Bay Residents Association	7 August 2023	27 February 2026	Parks	Planning & Policy

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
Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - May 2025	12 May 2025	5 September 2025	28 August 2025	Parks	Planning & Policy