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

Notice of Meeting Te Pānui o te Hui:

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

Date: Monday 2 March 2026
Time: 10 am
Venue: Akaroa Community Boardroom,
78 Rue Lavaud, Akaroa

Membership Ngā Mema

Chairperson	Lyn Leslie
Members	Tyrone Fields Jillian Frater Asif Hussain Cathy Lum-Webb Nigel Millar Josie Ogden Schroeder

25 February 2026

Principal Advisor

Penelope Goldstone
Manager Community Governance
Tel: 941 5689
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Meeting Advisor

Liz Beaven
Community Board Advisor
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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.

To watch the meeting live, or previous meeting recordings, go to:

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

To view copies of Agendas and Minutes, go to:

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



What is important to us?

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

Our focus this Council term 2022–2025

Strategic Priorities



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



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



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

Adopted by the Council on 5 April 2023



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



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



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

Our goals for this Long Term Plan 2024–2034

Draft Community Outcomes



Collaborative and confident

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



Green and liveable

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

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



A cultural powerhouse

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



Thriving and prosperous

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

Our intergenerational vision

A place of opportunity for all.

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



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

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

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Karakia 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 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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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, 2 February 2026](#) be confirmed (refer page 6).

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 Banks Peninsula Conservation Trust

Penny Carnaby and Emma Newman will address the Board on behalf of the Banks Peninsula Conservation Trust, providing an update on the Trust's current work programme and advising the Board of arrangements for the Trust's upcoming 25th Anniversary.

4.2 Stanley Park Reserve Committee update

Charles de Lambert, Chairperson, and Suky Thompson will speak on behalf of the Stanley Park Reserve Committee regarding its activities, aspirations and the projects the Committee wishes the Board to consider for inclusion in the Board's submission to the Council's Draft Annual Plan.

4.3 Sustainable Tourism, Dark Sky and Freedom Camping

Marcus Puentener, local resident will speak to the Board regarding Sustainable Tourism, Dark Sky and Freedom Camping.

4.4 Freedom Camping in Robinsons Bay

John Curry will speak on behalf of the Robinsons Bay Residents and Ratepayers Association regarding the challenges and potential solutions related to Freedom Camping in Robinsons Bay.

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 2 February 2026
Time: 10:00 am
Venue: Lyttelton Ōhinehau Community Boardroom,
25 Canterbury Street, Lyttelton

Present

Chairperson	Lyn Leslie
Deputy Chairperson	Nigel Harrison
Members	Tyrone Fields Jillian Frater Asif Hussain Cathy Lum-Webb Nigel Millar Josie Ogden Schroeder

Principal Advisor

Penelope Goldstone
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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. Where no voting record is shown, the item was carried unanimously by those present.

1. Apologies Ngā Whakapāha

Part C
Community Board Decision

There were no apologies received

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B
Nigel Millar declared an interest in Item 4.3 - Governors Bay Jetty Boat House Project and took no part in the Board's discussion.

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

Part C
Community Board Resolved BKCB/2026/00001

That the minutes of Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on Monday, 8 December 2025 be confirmed.

Asif Hussain/Tyrone Fields

Carried

4. Public Forum Te Huinga Whānui

Part B

4.1 Dark Sky Project

Vanessa Weenink, Member of Parliament for Banks Peninsula updated the Board on Te Pātaka o Rākaihautū Banks Peninsula Dark Sky Reserve project progress.

Following questions from Board members, the Chairperson thanked Ms Weenink for her presentation.

Attachments

- A Item 4.1 – Dark Skies Project Survey Results – Vanessa Weenink - Te Pātaka o Rākaihautū Banks Peninsula Community Board - 2 February 2026

4.2 Lyttelton Reserves Committee

Kirsty Brennan updated the Board on Lyttelton Reserves Committee activities, upcoming projects, and sought the Board’s support for Annual Plan funding for weed eradication and track development.

Following questions from Board members, the Chairperson thanked Ms Brennan for her presentation.

4.3 Governors Bay Jetty Trust Boat House Project

Louisa Eades and Prue Miller, representing the Governors Bay Jetty Trust, updated the Board on the activities of the Governors Bay Jetty Restoration Trust in relation to their boat house project.

Following questions from Board members, the Chairperson thanked Mses Eades and Miller for their presentation.

Attachments

- A Item 4.3 – Governors Bay Jetty Trust Boat House Project - Te Pātaka o Rākaihautū Banks Peninsula Community Board - 2 February 2026

4.4 Whakaraupō Menz Shed

Paul Dietsche, local resident, updated the Board on establishing the Whakaraupō Menz Shed.

Following questions from Board members, the Chairperson thanked Mr Dietsche for his presentation.

4.5 Lyttelton Street Speed Limits and Maintenance of Road Reserve

Diana Harrison, a local resident, addressed the Board regarding driver non-compliance with speed limits on several Lyttelton streets. Ms Harrison raised a number of maintenance issues in the immediate vicinity of her property.

Following questions from Board members, the Chairperson thanked Ms Harrison for her presentation.

Attachments

- A Item 4.5 – Lyttelton Street Speed Limits and Maintenance of Road Reserve - Te Pātaka o Rākaihautū Banks Peninsula Community Board - 2 February 2026

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.

7. Reserve Committee Meeting Minutes

Community Board Resolved BKCB/2026/00002 Original Officer Recommendations accepted without change

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the minutes of the following Reserve Committees:
 - a. Lyttelton Reserves Committee 1 December 2025 Unconfirmed Minutes
 - b. Garden of Tane Reserve Committee 5 December 2025 Unconfirmed Minutes
 - c. Pigeon Bay Reserve Committee 5 December 2025 Unconfirmed Minutes
 - d. Stanley Park Reserve Committee Election 12 December 2025 Unconfirmed Minutes
 - e. Garden of Tane Reserve Committee Election 12 December 2025 Unconfirmed Minutes
 - f. Duvauchelle Reserve Committee Election 15 December 2025 Unconfirmed Minutes
 - g. Le Bons Bay Reserve Committee Election 9 January 2026 Unconfirmed Minutes
 - h. Pigeon Bay Reserve Committee Election 17 January 2026 Unconfirmed Minutes
 - i. Cass Bay Reserve Committee Election 21 January 2026 Unconfirmed Minutes
2. Acknowledges the resignation of Steffan Kraberger from the Garden of Tane Reserve Committee and thank him for his service.
3. Acknowledges the resignation from the Stanley Park Reserve Committee of Peter Haylock, Kitt Grigg, Grant Ryan, Chris Mangels and Adam Martin and thank them for their service.
4. Acknowledges the resignation from the Garden of Tane Reserve Committee of Alan Hemsley and thank him for his service.
5. Acknowledges the resignation from the Pigeon Bay Reserve Committee of Peter Barron and thank him for his service.
6. Acknowledges the resignation from the Cass Bay Reserve Committee of Marjorie Russell, Taka Kuze, Liz Hales and Tracy Littlejohn, thanking them for their service and noting that Liz Hales has been a long-standing member of the committee and will continue to volunteer on the reserve.
7. Approves the following Reserve Committee appointments:
 - a. Stanley Park Reserve Committee
 - i. Charles de Lambert – Chairperson
 - ii. Elizabeth Haylock – Vice Chairperson
 - iii. Sarah Ott – Secretary

- iv. Barry Brunton
- v. Dave Janett
- vi. Suky Thompson
- vii. Pam Whyte
- viii. David Whyte
- b. Duvauchelle Reserve Committee
 - i. Fiona Barnes – Chairperson
 - ii. Ian Whenmouth – Secretary
 - iii. Bruce Watts
 - iv. Geoff Carter
 - v. Merton Fraser
- c. Garden of Tane Reserve Committee
 - i. Bryn Thompson – Chairperson
 - ii. Suky Thompson – Deputy Chairperson
 - iii. Lynda Wallace – Secretary
 - iv. Jeremy Buchanan
 - v. Steffan Kraberger
 - vi. Leigh Hickey
 - vii. Don Milne
 - viii. Mark Herring
 - ix. Hilda Rhodes
- d. Le Bons Bay Reserve Committee
 - i. Michelle Rodgers
 - ii. Bruce Nicholl
 - iii. Richard Hall
 - iv. Carol Osgood
 - v. Kieran Murray
 - vi. John Larson
 - vii. Donna Hamilton
 - viii. Tara Hohaia
 - ix. Garry Brittenden
 - x. Ian Armstrong
- e. Pigeon Bay Reserve Committee
 - i. Murray Walls - Chairperson
 - ii. Brenda Graham - Secretary

- iii. Joanna Goven
- iv. Helen van Workum
- v. Vince Luisetti
- vi. Charles Stewart-Robinson
- vii. Heather Walls
- f. Cass Bay Reserve Committee
 - i. Warner Russell
 - ii. Jeremy Webb
 - iii. Dave Tayler
 - iv. Jamie Small
 - v. Peter Hattaway
 - vi. Ine Schils
 - vii. Noraini Milne
 - viii. Karen Banwell
 - ix. Chris Nee
 - x. Jenny Healey

Nigel Harrison/Asif Hussain

Carried

8. Te Nukutai o Tapoa - Naval Point - Naming of Netball Courts

Community Board Resolved BKCB/2026/00003 Original Officer Recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Te Nukutai o Tapoa - Naval Point - Naming of Netball Courts 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 naming of the netball courts at Te Nukutai o Tapoa - Naval Point 'Flora Courts'.

Tyrone Fields/Cathy Lum-Webb

Carried

9. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - February 2026

Officer Recommendations Ngā Tūtohu

Part B

That the Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - February 2026.

Community Board Resolved BKCB/2026/00004

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - February 2026.
2. Delegates authority to the Chairperson and Deputy Chairperson to approve the release of the Draft 2026–2028 Community Board Plan for public consultation; and
3. Notes that any minor editorial or formatting amendments required prior to release may be approved by the Chairperson and Deputy Chairperson.

Jillian Frater/Josie Ogden Schroeder

Carried

10. Akaroa Museum Advisory Committee Appointment

Community Board Resolved BKCB/2026/00005 Original Officer Recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Akaroa Museum Advisory Committee Appointment 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. Endorses the nomination of the following as members of the Akaroa Museum Advisory Committee:
 - a. John Curry (Friends of Akaroa Museum member)
 - b. Jeanette Elliott (Friends of Akaroa Museum member)
4. Approves the appointment of Pam Richardson as the Community Representative on the Akaroa Museum Advisory Committee.
5. Delegates authority to Te Pātaka o Rākaihautū Banks Peninsula Community Board Chairperson and Deputy Chairperson to endorse the nomination of the representative of te Rūnanga o Ōnuku to the Akaroa Museum Advisory Committee, once received.

Tyrone Fields/Asif Hussain

Carried

11. Te Pātaka o Rākaihautū Banks Peninsula Community Board 2025/26 Discretionary Response Fund Application – Lyttelton Energy Transition Society Incorporated

Community Board Resolved BKCB/2026/00006 Original Officer Recommendations
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 2025/26 Discretionary Response Fund Application – Lyttelton Energy Transition Society Incorporated Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council’s Significance and Engagement Policy.
3. Approves a grant of \$2,000 from its 2025/26 Discretionary Response Fund to Lyttelton Energy Transition Society Incorporated towards operational costs excluding the purchase of t-shirts.

Jillian Frater/Cathy Lum-Webb

Carried

12. Elected Members’ Information Exchange Te Whakawhiti Whakaaro o Te Kāhui Amorangi

Part B

Board members exchanged information on matters of mutual interest:

- The Board were advised that the Council is currently focused on the 2026/27 Draft Annual Plan.
- Fiftieth anniversary of Okains Bay Waitangi Day commemorations this year, hosted by Okains Bay Museum.
- The dedication and opening of Te Nukutai o Tapoa – Naval Point sports courts will be held on Saturday 7 February 2026.
- The Lyttelton Three Schools Reunion will be held over Waitangi Weekend 2026.
- The recently reopened Akaroa sports courts are being well used.
- The Duvauchelle Agricultural and Pastoral (A&P) Show was held recently.
- The Board noted the recent Black Cat cruise grounding near the Akaroa Heads on Saturday 31 January 2026.
- The Board was advised that penguins are successfully nesting along the Cass Bay foreshore.
- Allandale Hall reopened after repairs on 22 November 2025, and a number of large community and private functions have been booked at the facility.
- Discussions are progressing with Akaroa groups regarding the future use of Yew Cottage.

- The Corsair Bay play space renewal has commenced.
- The Little River Wairewa Big Ideas proposals are still being reviewed by the Little River Wairewa Community Trust.
- Work to understand and mitigate flooding in Little River Wairewa is ongoing.

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!	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!
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Meeting concluded at 11.26am.

CONFIRMED THIS 2nd DAY OF MARCH 2026

LYN LESLIE
CHAIRPERSON

7. Head to Head Walkway Working Party Notes

Reference Te Tohutoro: 26/220071

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

Head to Head Walkway Working Party notes have been received:

Name	Subject
Head to Head Walkway Working Party Unconfirmed Meeting Notes	2 February 2026

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

- Receive the Head to Head Walkway Working Party 2 February 2026 Meeting Notes.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Head to Head Walkway Working Party 2 February 2026 Notes	26/220433	16

Head to Head Working Party NOTES

Date: Monday 2 February 2026
Time: 3:00 pm
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

Present

Chairperson Josie Ogden Schroeder - Te Pātaka o Rākaihautū Banks Peninsula Community Board
Members Tyrone Fields - Te Pātaka o Rākaihautū Banks Peninsula Community Board
Howard Buchanan - Charteris Bay Residents' Association Inc.
Karen Banwell - Governors Bay Residents' Association
Graeme Fraser - Diamond Harbour Residents' Association
Paul Dahl - Whaka Ora Healthy Harbour, Te Hapū o Ngāti Wheke, Purau Residents Association.
Sabrina Saunders - Lyttelton Harbour Business Association
Shelley Washington - Rod Donald Trust
Richard Suggate - Diamond Harbour Community Association
Jenny Healey - Cass Bay Reserve Committee
Cathy Lum-Webb - Te Pātaka o Rākaihautū Banks Peninsula Community Board

Staff in Kim Swarbrick
Attendance Edwin Tiong

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

Please Note:
This forum has no decision making powers and is purely for the purpose of information sharing.

Head to Head Working Party
02 February 2026

Karakia Tīmatanga

The agenda was dealt with in the following order.

Josie Ogden-Schroeder, Chairperson (as appointed by the Banks Peninsula Community Board at its meeting on Monday 8 December) introduced herself, followed by a round the table introduction.

1. Apologies Ngā Whakapāha

An apology from Nick Singleton was received and apologies for lateness from Jenny Healey and Sabrina Saunders were received.

2. Declarations of Interest Ngā Whakapuaki Aronga

There were no declarations of interest recorded.

3. Review of Previous Notes

The minutes of the Head to Head Working Party meeting held on Monday, 9 June 2025 were reviewed..

4. Agenda Items for Consideration

The Friends of Diamond Harbour Reserves

The Group agreed to the continued representation of the Diamond Harbour Reserve Committee (now disestablished) in the form of The Friends of Diamond Harbour Reserves.

Update from Edwin Tiong - Transport.

Purau Foreshore to Jetty Pathway - the Head to Head Walkway Project Manager has reassessed the pedestrian pathway from the Purau Foreshore to the jetty and onward to the entrance to the Stoddart Point track. It is proposed that maintaining a mown grass path, placing some boulders along the pathway to stop vehicle parking, and installing some Head to Head Pathway signage, this pathway would be safe without further development.

The group agreed that:

- Regular mowing has improved walking conditions and safety.
- Signage is required as soon as possible.
- A caution sign is needed on the Stoddart Point Track before it emerges onto Purau Road.
- Directional signage is required from that point down to the beach.

ACTION: Edwin to coordinate a meeting with the Project Manager and Graeme Fraser on site to discuss requirements.

Jenny Healey joined the meeting at: 3.19pm

Proposed Sumner Rd pedestrian crossing.

Edwin advised that Sumner Road is too narrow to install a normal size refuge island as it would not allow for the a 2.5m minimum width of road on each side of the island. Considering the proposed

Head to Head Working Party
02 February 2026



crossing is located at the foot of stairs, it is intended to provide a safe crossing for walkers rather than cyclists or disabled people, therefore it is possible that a narrow island would suffice.

ACTION: Edwin to investigate the legality and feasibility of installing a narrow island.

Update from Howard Buchanan – Charteris Bay Footpath Connection

Howard has been working with locals about the Charteris Bay footpath connection, he has two more residents to consult before work on this footpath can commence. Howard has been liaising with Edwin and Nick about increasing safety for pedestrians on the section of waterfront between Andersons Road intersection and Charteris Bay public boat ramp.

The safety of the Cass Bay crossing at Steadfast was discussed.

Sabrina Saunders joined the meeting at 3.30pm

Update from Kim Swarbrick

Most tracks on Council owned land are in good shape. The gaps between those Council owned tracks are private land and the negotiations with land owners are ongoing. There are mixed reactions from land owners with some supportive, and some opposed.

Kim requested a steer from the group about whether it wants to pursue a track along the Allandale mudflats, which is subject to sea level rise, or go up at Steadfast to the Summit Rd, then along from there to Living Springs.

The Group discussed the possibility of a portable boardwalk that could be used along the mudflats and moved when inundation makes the track unmanageable. In the interest of expediency while negotiating with land owners, the track could be directed uphill and along the Summit Road, however, this would effectively exclude the Governors Bay stretch of walkway.

Update from Paul Dahl - Purau link to Pile Bay

There are a couple of properties that are not fully on board between Purau and Pile Bay but have possibly viable unformed legal roads on them so could potentially be developed. Negotiations are ongoing.

Proposed meeting dates for the term.

The Group agreed to continue with Option A – 4 meetings per year.

Karakia Whakakapi

Meeting concluded at 4.18pm.

8. Reserve Committee Meeting Minutes

Reference Te Tohutoro: 26/284105

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
Allandale Reserve Committee Election - Unconfirmed Minutes	2 February 2026
Pigeon Bay Reserve Committee - Unconfirmed Minutes	3 February 2026
Cass Bay Reserve Committee - Unconfirmed Minutes	4 February 2026
Lyttelton Recreation Ground Committee – Unconfirmed Minutes	9 February 2026
Stanley Park Reserve Committee – Unconfirmed Minutes	11 February 2026
Lyttelton Reserves Committee – Unconfirmed Minutes	16 February 2026
Duvauchelle Reserve Committee - Unconfirmed Minutes	16 February 2026
Okains Bay Reserve Committee – Unconfirmed Minutes	18 February 2026

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Committees:
 - a. Allandale Reserve Committee Election 2 February 2026 Unconfirmed Minutes.
 - b. Pigeon Bay Reserve Committee 3 February 2026 Unconfirmed Minutes.
 - c. Cass Bay Reserve Committee 4 February 2026 Unconfirmed Minutes.
 - d. Lyttelton Recreation Ground Committee 6 February 2026 Unconfirmed Minutes
 - e. Stanley Park Reserve Committee 11 February 2026 Unconfirmed Minutes.
 - f. Lyttelton Reserves Committee 16 February 2026 Unconfirmed Minutes.
 - g. Duvauchelle Reserve Committee 16 February 2026 Unconfirmed Minutes.
 - h. Okains Bay Reserve Committee 18 February 2026 Unconfirmed Minutes.
2. Acknowledge the appointment of officers as follows:
 - a. Pigeon Bay Reserve Committee
 - i. Chairperson - Murray Walls.
 - ii. Vice Chairperson – Helen van Workum.
 - iii. Secretary – Brenda Graham.

- b. Cass Bay Reserves Committee:
 - i. Chairperson - Jenny Healey.
 - ii. Deputy Chairperson - Chris Nee.
 - iii. Joint Secretaries - Ine Schils & Karen Banwell.
- 3. Approve the following Reserve Committee appointments:
 - a. Allandale Reserve Committee:
 - i. Kerry Turner – Chairperson.
 - ii. Graham Barrell – Secretary.
 - iii. Denis Aldridge.
 - iv. Karen Banwell.
 - v. Jan Millar.
 - vi. Grania Ormond.
 - b. Lyttelton Recreation Ground Reserve Committee:
 - i. Chairperson - Clinton Norris.
 - ii. Secretary/Treasurer – Linda Preddy
 - iii. Jodie Goodmanson.
 - iv. Phil Lindsay.
 - v. Drew Lindsay.
 - vi. Helen Holyoak.
 - vii. Hineata McGregor.
 - viii. Caroline Norris.
 - c. Lyttelton Reserves Committee:
 - i. Joshua Merriam.
 - ii. Bianca Woyak.
 - iii. Cliff Mason.
 - iv. Hamish Fairbairn.
 - v. John Garrett.
 - vi. Kirsty Brennan.
 - d. Okains Bay Reserve Committee
 - i. Wayne Kay.
 - ii. Nick Thacker.
 - iii. Judy Thacker.
 - iv. Sharon Henderson.
 - v. Lester Fletcher.
 - vi. Stud Evans.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Allandale Reserve Committee - 2 February 2026 Unconfirmed Minutes	26/284752	22
B  	Pigeon Bay Reserve Committee - 3 February 2026 Unconfirmed Minutes	26/283833	23
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Allandale Reserve Committee

Minutes of Triennial Meeting

Held on 2 February 2026 at the Otoromiro Hotel, Governors Bay at 7.00 p.m.

Present: Denis Aldridge, Karen Banwell, Graham Barrell, Jan Millar, Grania Ormond, Kerry Turner, Nigel Millar (as Community Board representative)

Apology: Reg Matthews (his inability to be present was accepted at the meeting)

Minutes of previous meeting: Produced thanks to Kerry Turner. 'As an accurate record of the meeting held on 25 October 2025' (GB/JM) **Carried**

Election of members:

All members present at the meeting agreed to make themselves available for re-election. After a process of mutual nomination, approval and acceptance the following **Motion** was put (GO/KB)

'That the members present at the meeting (Denis Aldridge, Karen Banwell, Graham Barrell, Kerry Turner, Jan Millar, Grania Ormond) be elected to the Allandale Reserve Management Committee' **Carried**

In addition, Reg Matthews was nominated *in absentia* to be elected as a member of the Committee. However, this requires his acceptance before it can be resolved.

Motion (GO/JM): 'That Kerry Turner remains as Chair of the Allandale Reserve Management Committee' **Carried**

It was proposed that the role of Secretary should rotate among the committee members, alternating at each meeting. In the first instance this task will fall to GB.

Meeting closed: 8.15 p.m.

Next meeting: 2 March 2026 at 7:00pm at the Otoromiro Hotel

Pigeon Bay Reserve Committee

Meeting Minutes

Minutes of the Ordinary Meeting held:

Date: Tuesday, 3 February 2026

Time: 10am

Venue: Pigeon Bay Settlers Hall, Wharf Road, Pigeon Bay

Present: M Walls(chair), B Graham, H Walls, H Van Workum, J Goven, V Luisetti, C Stewart-Robinson

In attendance: C Figg, C Jacka, D Moir, H Kennedy, C Crofts

C Jacka introduced Carl Crofts, Project Manager, Te Rūnunga o Koukourarata.

1. **Apologies:** A Hussein (by email after meeting)
2. **Declarations of Interest:** B Graham and H Van Workum – Annual Site Holders.
3. **Public Forum:** Nil
4. **Confirmation of Minutes:** Minutes of the meeting dated 5 December 2025 as circulated are confirmed.

Brenda/Charles

5. **Matters Arising:**

- ASHs additional improvements – Murray to follow up
- Holding tank area chain – completed
- Tree care sites R18,19,20 & willows – Still waiting for arborist quote.
- Drain sites R16 & 17 – note for pre-winter work
- Wasp traps – locate nests then contact parks team
- Holiday Park Rules – to be worked on
- Triennial elections – ratify election of Chair and Secretary

Chair – M Walls

Brenda/Helen

Vice Chair – H Van Workum

Heather/Jo

Secretary – B Graham

Helen/Charles

Carried

6. **Health and Safety:** Chain & posts - completed

7. **Correspondence:**

In:

- BP Governance – acknowledgement Triennial Meeting/election meeting minutes
- L Burkes – Thanking for contact list
- C Figg – stay night update, forwarding request to share information
- K Kuru – asking for position on waiting list
- Committee – replies to draft submission

Out:

- Committee – Triennial Minutes, Draft Submission
- J Govern – both draft submissions
- BP Governance – Triennial Minutes
- L Burkes – Triennial Minutes, contact list of newly elected committee members
- K Kuru – stating position on waiting list
- C Jacka – Draft Submission
- D Moir – Draft submission
- H Kennedy – Draft submission

B Graham/H Walls

8. **Staff Financial and/or Operational Report:**

Council staff to report on position of proposed shelter.

Caretakers Report: Written report as circulated prior to informal meeting on 17 January. Verbal report given – only 1 night camp has been 100% capacity and 7 nights at 97%.

9. **General Business**

- Submission – ‘That the final draft submission for the consultation about permanent sites at the Pigeon Bay and Duvauchelle Campgrounds, with the additional point and supporting documents, be submitted to the Banks Peninsula Community Board’

Murray/Heather
Carried

N.B. B Graham and H Van Workum abstained due to conflict of interest but stated that they fully supported the motion.

V Luisetti stated his thanks to the rest of the committee for the work done to get finalise the submission documents.

M Walls thanked C Crofts for attending the meeting

10. **Update from Working Groups:**

- Management Structure/Strategic Plan –Murray, Helen
- Shelter – Heather, Peter as per general business endorsement of location requested
- Inundation – Chris, Charles
- Planting Plan – Murray
- Ongoing Plant Maintenance -

11. **Next Meeting:**

Date: Friday 20 March 2026

Time: 10am

Venue: Pigeon Bay Settlers Hall, Wharf Road, Pigeon Bay

Meeting Closed : 12.12pm

Cass Bay Reserves Committee

Meeting Minutes

Date: 4 February 2026

Time: 7.30pm

Location: Lyttelton Board Room, 25 Canterbury Street, Lyttelton

Attending: Jamie Small, Peter Hattaway, Karen Banwell, Ine Schils, Chris Nee, Cathy Lum-Webb, Noraini Abbas, Jenny Healey

1. Apologies

Jeremy Webb, Paul Devlin, Hana Murdock, Warner Russell

2. Declarations of Interest

Nil declared.

3. Public Forum

No members of the public were present.

4. Election of Officers

Chair: Jenny Healey (Nominated: Chris Nee; Seconded: Karen Banwell)

Deputy Chair: Chris Nee (Nominated: Jenny Healey; Seconded: Karen Banwell)

Secretary (Joint Position): Ine Schils & Karen Banwell (Nominated: Chris Nee; Seconded: Jenny Healey)

5. Confirmation of Previous Minutes

The previous minutes (Triennial Election meeting) were confirmed.

Moved: Jenny, Seconded: Noraini

The Committee has been formally accepted by the Community Board.

6. Matters Arising

CCC tool request submitted to Rodney. (secateurs, loppers, flax knives).

Request for additional water tanks at upper Steadfast – pending.

Bunker 10 approved for storage; locked fuel and herbicide container has been installed.

Playground drainage issue under review by CCC.

Tree debris at top of Pony Point to be chipped for mulch use.

Memorial Planting access improvement project planned for 2026.

Steadfast main gate safety-trimming of trees on road not yet completed – action required.

Awaiting feedback from Hannah Murdock regarding compliance/encroachment at 8 Cass Bay Place.

7. Health and Safety

Health & Safety Policy to be developed (Action: Jamie to assist Jenny).

Firebreak on Western side of Steadfast not yet completed. Rodney

Firebreak Eastern Steadfast completed Warner with Corrections.

8. Correspondence

Nil.

9. Operational Update

Paul Devlin's report read by Jenny (staff not in attendance).

Warner has completed approximately 500 hours since September 2025

10. Volunteer Activities

Working Bees end of year:

- 11 November – CVNZ volunteers (Steadfast)
- 4 December – CVNZ Christ's College (Pony Point)
- 13 December – CVNZ local community (Steadfast)

Great community involvement on working bees! (40+ on planting days)

14 local residents currently watering new plantings.

11. Planting & Restoration Projects 2026

Approximately 1,800 plants in Steadfast.

Steadfast

Enrichment planting planned; to request advice from Nick Head and/or Di Carter re suitability of areas for kahikatea etc.

Planting areas for this year.



1. See map (entrance, along asphalt road from nursery to next building, in gorse area)
 - 600 plants shrubs and trees
2. See map
 - 2a: kahikatea along stream, tōtara, tree fuchsia, kowhai, flax, tī kōuka
 - 2b mataī, tōtara in former poplar area
 - preparation work needed in poplar area to ensure safety, many hidden logs and branches in the grass!
 - Kahikatea, mataī, tōtara hav3 been provided via Te Kākahu Kahukura BPCT

Pony Point area

Request outstanding for Development Landscape Plan including exotic and gum removal strategy.



- P. Playground
- Plants funded through playground renewal -start 23rd February
- Hebe, kowhai, flax
- S&E. Top and bottom of bank Playground
- Plants funded by Sediment and Erosion Fund
- Plant advice from Di Carter:
 - Top: ngaio (wide canopy to reduce rain impact) & cabbage trees amongst wattles (remove wattles over time, some overhanging with risk of falling down)
 - Bottom: Flax as a first layer interspersed with ngaio
- 200 plants for P and S&E area
- Above Boatshed
- Area very prone to erosion, too steep to plant with volunteers

- 300 ngaio, flax, cabbage trees
- Sediment & Erosion Fund application submitted for plants and planting(Geotech report completed) – outcome pending.

Coastal Track: significant boneseed removal completed, continue in 2026

12. Funding & Strategic Priorities

Biodiversity Fund application closes 15 February.

- Proposal to apply for funding for weed management and stream track restoration.etc. Karen and Jenny.
- Committee employing suggested Warner as contractor. Warner has contributed hundreds of volunteer hours over the past year.

Moved: Jenny, Seconded: Chris Nee. All in agreement.

13. Priorities for 2026

- Weed management and stream track restoration.
- Completion of firebreak and safety trimming.
- Development of Pony Point landscape plan.
- Enrichment planting at Steadfast.
- Memorial Planting access improvements.
- Extending and improving the irrigation with extra tanks at Steadfast

14. Next Meeting

Thursday 2 April 2026, 7.30pm, Lyttelton Boardroom TBC

Meeting dates for 2026:

- Wednesday 10th June
- Wednesday 12th August
- Wednesday 14th October
- Wednesday 9th December.



Christchurch
City Council 

Tri-Annual Elections & General meeting of the
Lyttelton Recreation Management Committee

Monday 9th February 2026

Lyttelton Community Boardroom, 25 Canterbury Street, Lyttelton

Present: Clinton And Caroline Norris (Lyttelton Rugby)
Cathy Lum-Web, Hineata McGregor, Phil Lindsay (Football)
Linda Preddy (minute taker)

Apologies: Jodie Goodmanson, Jeanna Paton (Lyttelton Rugby)

Minutes of Previous Tri-Annual meeting 2025 adopted

Moved: Clinton Norris **Second:** Caroline Norris

Elections Of Officers:

Chair:

Clinton Norris

Moved: Hineata McGregor

Second: Linda Preddy

Secretary/ Treasurer:

Linda Preddy

Moved: Clinton Norris

Second: Caroline Norris

Committee:

Lyttelton Rugby Club

Jodie Goodmanson

Moved: Linda Preddy

Second: Cathy Lum-Web

Lyttelton Scouts:

Lyttelton Soccer:

Phil Lindsay

Drew Lindsay

Moved: Clinton Norris

Second: Hineata McGregor

Lyttelton Netball:

Helen Holyoak

Moved: Cathy Lum-Web

Second: Phil Lindsay

Public:

Hineata McGregor

Caroline Norris

Moved: Clinton Norris

Second: Linda Preddy

Finances:

Election closed followed by general meeting

General Meeting:

- Clinton Norris Spoke regarding the lights situation, when they will need to be up by.
- The old pavilion was mentioned regarding when it will be pulled down.
- There was talk regarding if the council will be placing public toilets down by the soccer field.

Meeting Closed 6:40pm

Next General meeting dates are set for:

18th May 2026

17th August 2026

16th November 2026

Stanley Park Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Wednesday 11 February 2026
Time: 10am
Venue: Akaroa Community Boardroom & via Teams

Present

Charles de Lambert (Chairperson), Elizabeth Haylock (Vice Chairperson), Suky Thompson, Barry Brunton, Pam Whyte, Dave Whyte, and Sarah Ott

In Attendance

Hannah Murdoch (CCC Parks Representative)

1. Apologies

Dave Janet for lateness.

Moved: Sarah / Elizabeth

2. Declarations of Interest

Nil

3. Public Forum

Nil

Charles welcomed everyone to the meeting and thanks the members for re-standing and for Suky joining the committee.

Charles acknowledged Nigel Harrison's work and wished to record the committees' condolences to his family on his recent passing.

4. Confirmation of Minutes

That the minutes of the previous meetings held on 19 November and the 12 December 2025 (election meeting) at the Christchurch City Council Akaroa Boardroom be confirmed.

Moved: Elizabeth / Barry

5. Matters Arising

- 5.1 To carry forward – Weeds were discussed, and it was agreed to hold a committee working bee on Saturday 14 March at 9am. Sarah to review required CCC health and safety form. Hannah to organise cut and paste for working bee. Hannah advised all maintenance queries should now go through Blair Hemmingsen.
- 5.2 To carry forward - Easement over the Barker property (Western side) has been confirmed on land title by Suky. Suky to send to CCC planners and remind them to ensure easement remains in place in event of a subdivision.
- 5.3 To carry forward - Hannah advised the CCC planners are investigating renewal of the licence with the landowner on the Eastern side of Rue Noyer entrance.
- 5.3 To carry forward - QR code can be added to the sign at the main entrance. To be completed with Three Year Plan signage works.
- 5.5 Akaroa Mail article published re opening of the Zig Zag track.

6. Health & Safety

- 6.1 Ongoing track safety concerns were discussed. Track conditions are dangerous when wet. Suky reported a visitor commenting on the track by Watson Street being “too scary” to walk on.

7. Correspondence

- 7.1 Email from Adam Martin (19 November) confirming that he had sent an email to Keith Harris asking that information centre staff referred visitors to the CCC walking tracks and bankspeninsulawalks.co.nz websites.
- 7.2 Email to Linda Burkes (19 November) re date and time of election meeting.
- 7.3 Email received from Linda Burkes (20 November) confirming election meeting date advertising.
- 7.4 Email received from Linda Burkes (21 November) re Terms of Reference clarifications and election meeting dates / timetable. Clarifications to the Terms of Reference include:
- requirement for public consultation on Landscape Development Plans before they go to the Community Board for approval;
 - requirement for all planned projects to seek funding through parks operational budget in the first instance. Where funding is not available engagement required with governance staff;
 - responsibility of removal of structurally unsound and unhealthy trees is the responsibility of CCC staff; and
 - The Community board has only delegated the planting, maintenance and removal of trees to the Reserve Committee. Licences, leases, easements, reserve declarations remain within the delegated authority of the Community Board.

- 7.5 Email received from Steffan Kraberger (23 November) re completion of works on Zig Zag track
- 7.6 Email sent from Charles to Steffan (23 November) thanking him for the excellent job done on Zig Zag track
- 7.7 Email to Linda Burkes, Steffi Brightwell, Nigel Harrison and Hannah Murdoch (25 November) re 19 November meeting minutes.
- 7.8 Email received from Hannah Murdoch (28 November) re CCC Parks signage application and interpretation guide.
- 7.9 Emails sent and received from Hannah Murdoch (3 December) re dog bylaw – Stanley Parks is on leash through the park except the Bercusson reserve area.
- 7.10 Email received from Hannah Murdoch (3 December) introducing new team leader for Banks Peninsula parks maintenance – Blair Hemmingsen.
- 7.11 Email from Hannah (18 December re update following November meeting. Jeremy is going to get his staff to look at repairing the Watson Street entrance steps within existing budget, feedback from Port Hills ranger is that with low stock levels he has had few issues with track damage. Potential funding for the Bercusson track (T6) this financial year.
- 7.12 Email to Linda Burkes, Steffi Brightwell, Nigel Harrison and Hannah Murdoch (22 December) re 12 December meeting minutes.
- 7.13 Email from Steffi Brightwell re Akaroa Boardroom bookings.
- 7.14 Email sent and received from Michael de Hamel (5 January) re Akaroa Mail article on Zig Zag track opening.
- 7.15 Email from Hannah Murdoch (9 January) re request for latest draft of triennial plan.
- 7.16 Email from Linda Burkes (9 January) re Akaroa Mail article, clarification of timing of triennial plan, invitation to present to Community board at 2 March meeting.
- 7.17 Email from Charles to Linda Burkes (14 January) confirming that committee would like to present to 2 March meeting on triennial plan.
- 7.18 Email from Charles to Nigel Harrison (14 January) re triennial plan, presentation to community board on 2 March and invitation to 11 February meeting.
- 7.19 Email from Charles to Hannah Murdoch (27 January) with copy latest triennial plan noting only change from November meeting was the maintenance information.
- 7.20 Email from Linda Burkes (30 January) re key dates, committee induction resources.
- 7.21 Email from Linda Burkes (3 February) re confirmation of reserve committee membership.
- 7.22 Email from Hannah (4 February) confirming receipt of plan on 27 January and providing a new triennial plan template for completion.
- 7.23 Emails From Suky to Brent George (surveyor) re review of titles to confirm easement in place on the Barker property.

Charles requested that Sarah be copied in on all communication so that it could be recorded in the minutes.

Dave Janet joined meeting.

8. General Business

8.1 Reserve Schedule Approval

The committee unanimously approved the Reserve Schedule subject to the following amendments:

- removal of Kerri Bowen and addition of Blair Hemmingsen
- removal of Nigel Harrison

Moved: Elizabeth / Charles

8.2 Three Year Plan

Hannah advised that the maintenance plan needed to be developed in collaboration with the Parks team and that the committee needs to engage with Blair. Charles to action.

Hannah has secured funding for the priority 1 projects Watson Street Entrance (T7) and Bercusson Track (T6). The committee thanked Hannah for her support in securing this funding for the current year.

It was agreed that Charles and Suky would present the three-year plan to the Community Board at their March meeting. Based on Hannah's advice this would be presented 'subject to Parks Team collaboration'. Suky suggested that a deputation should be requested rather than public forum invitation.

Funding was discussed. Hannah advised that getting an annual bid submission in should be the priority. Suky asked about the Banks Peninsula Development Fund and how the committee could apply for funding for the plan from this budget. Hannah said that she would need to talk to Paul Devlin on this – Hannah agreed to send the Three-Year Plan to Paul so that in the event funding was not secured through the annual plan that other options were available.

The committee unanimously agreed to adopt the Three-Year Plan version 4.3 dated 25 January 2026.

Moved: Suky/ Dave Whyte

Charles thanked Suky for all the effort she put in to documenting the Three-Year Plan.

8.3 Annual Bid

The committee unanimously agreed to submit an annual plan bid for the priority 2 capital items in the adopted Three-Year Plan.

Moved: Elizabeth / Sarah

8.4 Zig Zag Track

Lots of positive feedback has been received.

8.5 Grazing

The need for light grazing (not large mobs) was discussed. It was agreed that Charles would have an informal conversation with Lloyd in the first instance.

9. Next Meeting

Friday 15 May 2026, 10am at Akaroa Boardroom.

Meeting closed at 11.10 am.

UNCONFIRMED

Lyttelton Reserves Committee
MEETING MINUTES UNCONFIRMED

Notice of Triennial Election:

A triennial election of the Lyttelton Reserves Committee will be held on:

Date: Monday 16 February 2026

Time: 6:00 pm

Venue: Community Boardroom, 25 Canterbury
Street, Lyttelton

-
1. Meeting Opening with a karakia
Meeting opened at 6:05 pm with a karakia from Bianca.
 2. Attendance
Joshua Merriam, Bianca Woyak, Cliff Mason, Hamish Fairbairn, Kirsty Brennan, John Garrett
Apologies
Daryl Warnock
 3. Public attendees
None
 4. Election of committee members
No new committee members were nominated. Daryl Warnock has stepped down from the committee. The committee thanks Daryl for his long commitment to the committee spanning more than 10 years. Ngāti Wheke are unable to confirm any representatives at present but would like to be included in receiving meeting minutes. Two positions on the committee will be held for Ngāti Wheke representatives.

Resolution: That the Lyttelton Reserves Committee be comprised of the existing members, with the exception of Daryl Warnock (Joshua Merriam, Bianca Woyak, Cliff Mason, Hamish Fairbairn, John Garrett and Kirsty Brennan).

Moved: Joshua Merriam Seconded: John Garrett

General Business

Planting dates for 2026:

- May 17th - Whakaraupō Reserve
- June 14th - Urumau Reserve
- July 12th - Urumau Reserve

5. Inaugural Meeting Date

The committee plan to meet on the second Monday of each month from 7pm at the Lyttelton Community Boardroom.

The inaugural meeting date for the new committee will be 9 March 2026 at 7pm.

Meeting ended at 6:30 pm

Duvauchelle Reserve Committee MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Monday 16 February 2026
Time: 5.30pm
Venue: Duvauchelle Community Centre

Present: Chair Fiona
Committee Jeff Carter, Merton Fraser, Ian Whenmouth

In Attendance: **CCC Representative** Nil
BPCB Representative Nil
Managers Nil
Visitors Hayden Kennedy

1. Apologies Bruce Watts, Colin Jacka, Tracy MacLeod
Motion: That the apologies be accepted.
Moved: Jeff Seconded: Merton Carried
2. **Declarations of Interest** Nil
3. Public Forum Nil
4. **Confirmation of Minutes**
Motion: That the minutes of the ordinary meeting held on 17 November 2025, and the minutes of the Triennial meeting held on 15 December 2025 be confirmed.
Moved: Fiona Seconded: Jeff Carried.
5. **Matters Arising** Nil
6. Health and Safety Hayden reported that Civil Defence are being proactive in assessing risks due to slips, in light of the recent event at Mt Manganui.
7. Correspondence
Inward: George & Margaret Lattimore - (site 93) request for dispensation for stay nights – approved.
Kerry Bishop - request to cancel sale of caravan on site 18 – approved.
Linda Burkes - Community board approval of Reserve Committee Membership.
Outward: Nil
Motion: That the inward correspondence be accepted.
Moved: Fiona Seconded: Jeff Carried
8. **Staff Financial/Operational Report** Nil
9. Update from Working Groups
Hayden reported that Freedom Camping is still a huge issue, with the council website offering confusing information as to approved areas.

Manager's Report

The toilet in the bottom block has yet to be repaired due to the builder's workload. He also needs an asbestos report before he can carry out any new work.
We are still working with the insurance company on the damage to cabin 2 that occurred before Christmas. A veranda pole was hit while an annual site holder was backing his jet ski onto his site.

A casual camper ran over the dump station in January. The plumbing is damaged but still usable. We are working with Mad Campers who have submitted a claim with their insurance company. The casual camper denied causing any damage until we forwarded surveillance from our camera system. There was a recent water leak under the road by the main highway caused by a cracked pipe. This has been repaired by Oskar, who will also provide a quote to install flow meters on the line from the water tanks to the pump shed, to see if the leak in the boat compound is ours or is coming from somewhere else. Waitangi Weekend was amazing. We were full every day and the need for more sites and cabins was evident, and we had to turn many people away. The road by the tennis court has started to crack. Kylee will refill it with asphalt for now.

CCC Rep Report Nil

10. General Business

Hayden is looking at a promotion of Peninsula camping destinations for local Cantabrians for Easter, including, for example, special deals on stays and an easter egg hunt on Easter Sunday.

Fiona explained how data is being collected to formulate an Emergency Response Plan for Duvauchelle.

Meeting closed at 5.52pm

11. **Next Meeting:** Duvauchelle Community Centre, at 5.30pm on Monday 16 March 2026

DRAFT



Okains Bay Reserve Committee Meeting Minutes

Minutes of the Ordinary Meeting held:

Date: Wednesday 18 February 2026

Venue: Okains Bay Campground Office, Okains Bay

Meeting opened at 5 pm.

Present: Nick Thacker (Acting Chairperson), Sharon Henderson (Secretary), Graeme Page, Judy Thacker and Wayne Kay (via cell phone).

In Attendance

Amour-Jane Ryan, and Hayden Kennedy.

Via Online Teams: Colin Jacka.

1. Apologies

Richard Boleyn, Lester Fletcher, Nigel Intemann, Kelly Governor, Whitney Cocking and Asif Hussein.

Moved Graeme/Judy that the apologies be accepted. Carried.

2. All Okains Bay Reserve Committee Members stood down.

3. Election of Committee Members.

3.1 Graeme /Nick nominated Wayne Kay, Nick Thacker, Judy Thacker, Sharon Henderson, Richard Boleyn, Lester Fletcher and Nigel Intemann as Okains Bay RC Members. Carried. (Subject to Richard and Nigel accepting).

Nick /Judy nominated Stu Evans as a new Okains Bay RC Member. Carried.

4. Inaugural Meeting Date

The next meeting will be on Wednesday 18 March 2026 at Okains Bay Campground office at 5pm. The Banks Peninsula Community Board will need to approve all newly elected Board members.

Meeting closed at 5.20 pm.

.....
Chairperson

.....
Date

UNCONFIRMED

9. Election of Deputy Chairperson

Reference Te Tohutoro: 26/219166

Responsible Officer(s) Te Pou Matua: Liz Beaven, Community Board Advisor

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

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is to explain the process for Te Pātaka o Rākaihautū Banks Peninsula Community Board to elect a Deputy Chairperson.
- 1.2 This report has been written following the vacancy in the position of Deputy Chairperson.
- 1.3 The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the report.
2. Adopt by resolution, which system of voting it will use to elect a Deputy Chairperson, that is System A or System B.
3. Proceed to elect a Community Board Deputy Chairperson.

3. Background/Context Te Horopaki

- 3.1 The position of Deputy Chairperson became vacant following the death of Nigel Harrison.
- 3.2 The provisions of Schedule 7 of the Local Government Act 2002 apply to Community Boards (with a small number of exclusions), with necessary modifications as if the boards were local authorities. Clause 17 of Schedule 7 provides for the election of a Deputy Chairperson.
- 3.3 The role of the Deputy Chairperson is to exercise all the powers of the Chairperson:
 - a. With the consent of the Chairperson during the temporary absence of the Chairperson; and
 - b. Without that consent while the Chairperson is prevented by illness or other cause from performing the responsibilities and duties or exercising the powers of office; and
 - c. While there is a vacancy in the office of the Chairperson.
- 3.4 Clause 25 of Schedule 7 prescribes the manner in which a Community Board must elect or appoint a Chairperson or Deputy Chairperson. The Board must determine by resolution which voting system will be used.

System A

- 3.5 A person is elected or appointed if they receive the votes of a majority of the members present and voting.

- 3.6 Characteristics:
- 3.6.1 There is a first round of voting for all candidates; and
 - 3.6.2 If no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and
 - 3.6.3 If no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and
 - 3.6.4 In any round of voting, if two or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.

System B

- 3.7 A person is elected or appointed if they receive more votes than any other candidate.
- 3.8 Characteristics:
- 3.8.1 There is only one round of voting; and
 - 3.8.2 If two or more candidates tie for the most votes, the tie is resolved by lot.

Practical application of clause 25

- 3.9 The Community Board must first determine, by resolution, which system of voting it will use, that is System A or System B.
- 3.10 Nominations for the position of Deputy Chairperson are called for.
- 3.11 If there is only one candidate, then the Community Board may resolve that that person be elected.
- 3.12 If there is more than one candidate, the Community Board must then put the matter to a vote according to the system it has adopted. The Community Board members are then asked to vote on each candidate.
- 3.13 The following examples may be useful to illustrate two of the system:

System A

Example 1

Three nominations are received and upon the votes being counted the result is: A (5) B (2) C (2). In this case A is elected to the relevant position.

Example 2

Three nominations are received and upon the votes being counted the result is:

A (4) B (3) C (2). In this case no candidate is successful so a second round of voting is held for candidates A and B. The lowest polling candidate, C, is excluded.

System B

Example 1

Three nominations are received and upon the votes being counted the result is: A (5) B (2) C (2). In this case A is elected to the relevant position.

Example 2

Three nominations are received and upon the votes being counted the result is:

A (3) B (3) C (3). In this case a lot is held to determine who between A, B and C will be elected to the relevant position.

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	Liz Beaven - Community Board Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula Matthew McLintock - Manager Community Governance Team John Filsell - Head of Community Support and Partnerships

10. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - March 2026

Reference Te Tohutoro: 26/70743

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

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

1. Purpose of Origin of the Report Te Pūtake Pūrongo

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

2. Officer Recommendations Ngā Tūtohu

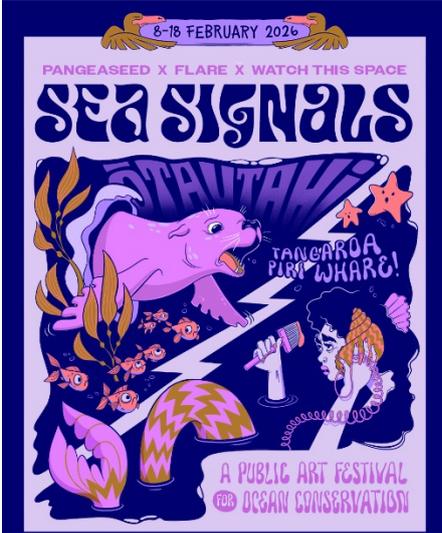
That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - March 2026.

3. Community Support, Governance and Partnership Activity

3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Conservation Volunteers Trap Box	Conservation Volunteers will install and maintain a secure pest trap box in Lyttelton for pest control purposes, to be used by approved users of the Whakaraupō community. Its use is intended to support community-led pest management and conservation outcomes.	February 2026	Good social and physical connections for our Communities
Birdlings Flat Water Tank Mural Project	Birdlings Flat residents proposed a children’s mural project for the recently installed firefighting water tanks. Staff supported the group to gain the necessary permissions to progress this project.	Summer 2026	Good social and physical connections for our Communities
Diamond Harbour Village Plan	A meeting with the Diamond Harbour Community Association on 4 February discussed the scope of the upcoming Village Improvements project, funded through the Long Term Plan following advocacy from the Community Association. The discussion highlighted two key priorities: improving traffic flow and enhancing pedestrian safety. Better-managed vehicle movement, safer walking routes, and clearer signage - particularly for navigation and parking - were identified as essential. Once these ideas are	2026/27	Good social and physical connections for our Communities

Activity	Detail	Timeline	Strategic Alignment
<p>Sea Signals Art Festival for Ocean Conservation</p>	<p>consolidated, they will be brought to the Board and taken to the wider community for consultation.</p> <p>A mural will be painted on the Canterbury Street facing wall of Mānawa Kāwhiu Lyttelton Recreation Centre as part of the Flare Sea Signals Art Festival for Ocean Conservation. The purpose of the festival is for each artwork to act as a signal, calling attention to our relationship with the sea, the science that helps us understand it, and the urgent need to protect it.</p>  <p>Photograph of mural in progress.</p> 	<p>February 2026</p>	<p>Good social and physical connections for our Communities</p>
<p>Dedication of the Flora Netball Courts</p>	<p>The Flora Courts were dedicated at an official opening of the revamped Lyttelton Recreation Grounds at Te Nukutai o Tapoa on Saturday 7 February recognising Flo McGregor’s many contributions to the Lyttelton community including being a driving force of the inclusion of netball courts at the Lyttelton Recreation Grounds.</p>	<p>Saturday 7 February</p>	<p>Good social and physical connections for our Communities</p>

Activity	Detail	Timeline	Strategic Alignment
			

3.2 **Community Funding Summary**

3.2.1 **Community Board Discretionary Response Fund (DRF) 2025/26**

- The total budget for this fund for 2025/26 is \$36,027. The unallocated balance as of 15 February 2026 is \$24,677.
- The Discretionary Response Fund 2025/26 Spreadsheet as of 15 February 2026 is attached for record purposes (**Attachment A**).

3.2.2 **Youth Development Fund (YDF)**

- Two applications have been approved this financial year. All YDF allocations are captured in the DRF summary (**Attachment A**).

3.2.3 **Summer with your neighbours** – the Board allocated funds to 17 applicants 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. Photographs from some of the events held are below.





3.3 Participation in and Contribution to Decision Making

3.3.1 **Report back on other Activities contributing to Community Board Plan** – Te Pātaka o Rākaihautū Banks Peninsula Community Board is currently identifying its priorities as part of developing the draft Board Plan 2026–2028. This plan will set the strategic direction for the Board’s work over the next three years.

- **Community Engagement** – The Board is undertaking community engagement on the draft priorities from 16 February to 8 March 2026. The engagement period provides an opportunity for the community and stakeholders to share feedback and help ensure the plan reflects the aspirations and needs of the Te Pātaka o Rākaihautū Banks Peninsula community.
- Following the engagement period, the Board will hold a final workshop to consider the feedback received and revise the draft plan as appropriate. The objective is to produce a plan that is representative, achievable, and supported by the community.
- **Adoption of the Community Board Plan 2026-2028** – The finalised Board Plan is scheduled to be presented to the Board for adoption at its May 2026 decision meeting.

3.3.2 Council Engagement and Consultation.

- **Have your say** – At the time of writing this report, there were no consultations open for feedback in Te Pātaka o Rākaihautū Banks Peninsula.
- **Council Draft Annual Plan 2026-27** – The Council has released its Draft Annual Plan 2026/27 for public consultation. Consultation opens on 27 February 2026 and closes on 27 March 2026. The primary purpose of the Draft Annual Plan is to outline any significant changes from the Long Term Plan 2024–34.

Following the Board’s consideration and agreement on the content of its Draft Annual Plan submission, staff recommend that the Board delegate authority to the Chairperson to approve the final version for submission, including any minor editorial or formatting amendments required prior to lodging.

- **Annual Campsites at Pigeon Bay and Duvauchelle Campgrounds** – Submissions on the future management of annual campsites at the Pigeon Bay and Duvauchelle campgrounds closed on 31 January 2026. The Board will consider the submissions at its meeting on 20 April 2026 and will then make a recommendation to the Policy and Planning Committee for a final decision.
- A full list of consultations can be found on the Council’s [Let’s Talk Website](#).

3.4 Governance Advice

- 3.4.1 **Deputy Chairperson** – The Board note with sadness the recent passing of Deputy Chairperson Nigel Harrison and acknowledge his contribution to the work of Te Pātaka o Rākaihautū Banks Peninsula Community Board and the Banks Peninsula community.
- 3.4.2 **Yew Cottage** – Staff are continuing to work through matters relating to Yew Cottage. Recently, a proposal has been received regarding potential future use of Yew Cottage which staff are currently assessing. A staff report will be provided to the Board in the near future once this work is completed.
- 3.4.3 **Public Participation** – The Board received the following public and open forum presentations in February 2026 on:
- Dark Sky Project.
 - Lyttelton Reserves Committee.
 - Governors Bay Jetty Trust Boat House Project.
 - Whakaraupō Menz Shed.
 - Lyttelton Streets Speed Limits and Maintenance of Road Reserves.

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

- 4.1 **Closed Information Requests from Community Open Forums** – No closed information requests to disclose.
- 4.2 **Customer Service Request (CSR) Report** – Hybris monthly report for January 2026 is attached, providing an overview of the number of Customer Service Requests that have been received, including the types of requests being received and a breakdown of how they are being reported. **Attachment C**
- [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](#).
- 4.3 **Graffiti Report** – The Graffiti Snapshot for December 2025 and January 2026 is attached to this report (**Attachments D and E**). Information on graffiti, including prevention tips and how to become a Graffiti Programme volunteer, is available on the Council's website at the following link: [Christchurch City Council - Graffiti Information](#).
- 4.4 **Planned road works and closures** – are indicated on the map at the [Traffic Updates](#). 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  	Discretionary Response Fund 2025/26 Spreadsheet as of 15 February 2026	26/275190	53
B  	Customer Service Request Report January 2026	26/275360	54
C  	Graffiti Snapshot Report December 2025	26/275390	55
D  	Graffiti Snapshot Report January 2026	26/328386	57

Signatories Ngā Kaiwaitohu

Authors	Liz Beaven - Community Board Advisor Steffi Brightwell - Community Development Advisor Linda Burkes - Banks Peninsula Governance 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
Available Budget DRF 25-26	28,172	11/08/2025
Carry Forward 2024-25 DRF	7,855	
Total BUDGET	36,027	
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
Little River Craft Station Inc. - Information Station	1,500	8/12/2025
Revival Support - Mural for Revival Support Op Shop	1,500	8/12/2025
Little River School - Playground Refurbishment	2,000	8/12/2025
Lyttelton Energy Transition Society Incorporated	2,000	2/02/2026
Discretionary Response Fund Allocated	11,000	
Youth Development Fund		
Cleo Fitzgerald - Tamworth Country Music Festival, Australia	200	1/07/2025
Bella Hood, Empire Marching Team, National Championships, Wellington	150	15/12/2025
Youth Development Fund Allocated	350	
TOTAL: Discretionary Response Fund Allocated	11,350	
TOTAL: Discretionary Response Fund Unallocated	24,677	
Pending Board Approval		
Pending Board Approval Balance	0	
TOTAL: DRF Remaining if Pending approved	24,677	

Ticket Report

01 01 2026 - 31 01 2026

Filter by Ward

Banks Peninsula

Filter by month

2026 (Year) + January (Month)

718

Reported Tickets last month

78.97%

Resolved within SLA

Status as of Report Date

Closed/Resolved

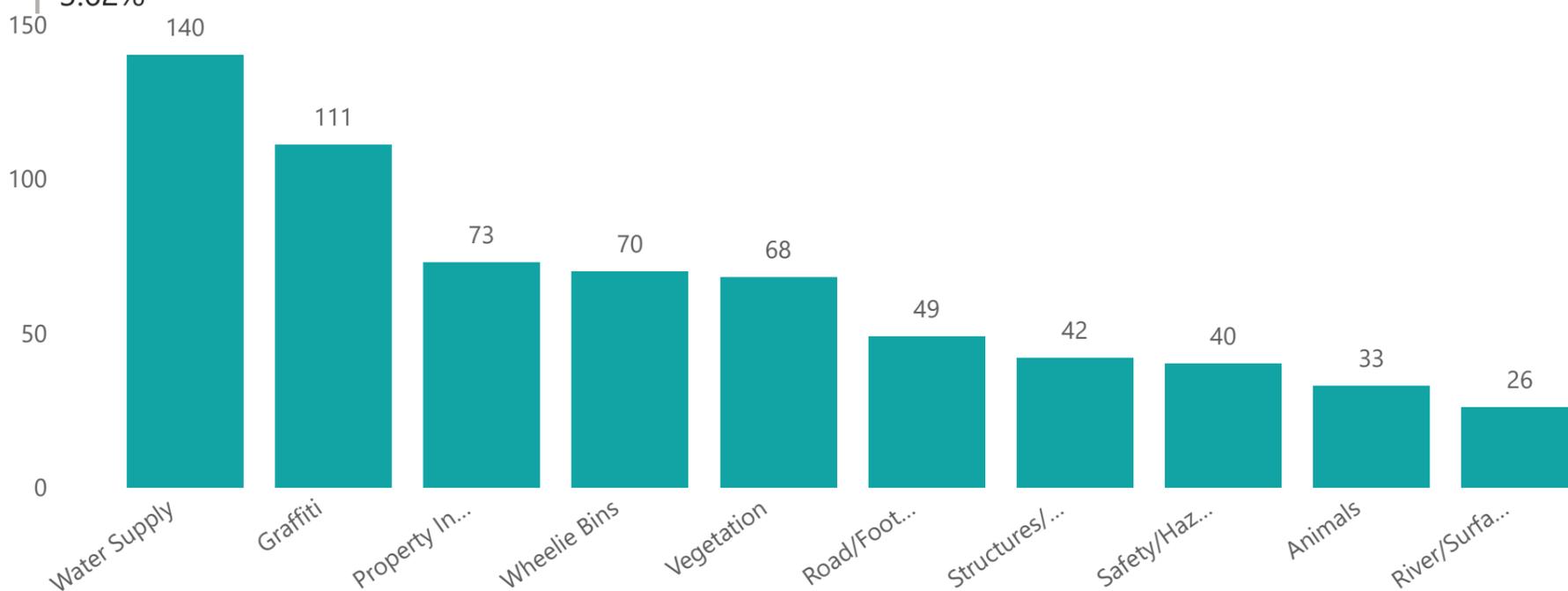
64.62%

Open

31.75%

Programmed Work

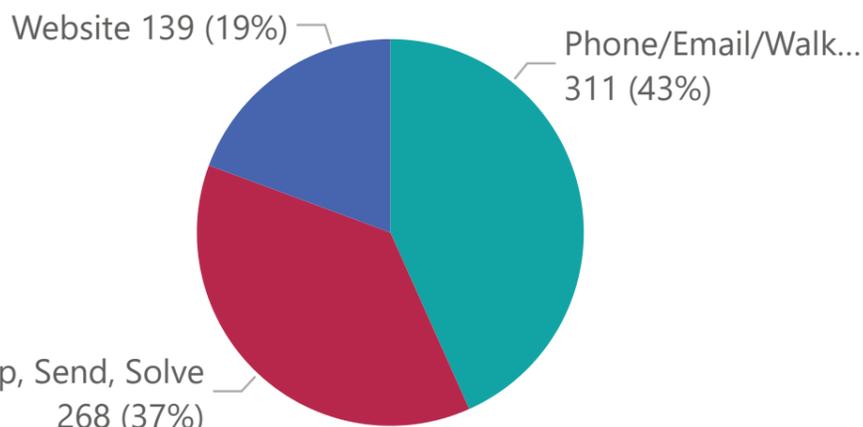
3.62%



Top 10 Incident Categories

● Banks Peninsula

Channels



Top 10 Object Categories

# Tickets	ObjectCategory	+/- Previous Month
89	Water Leak	6
76	Graffiti - Fence, building or structure	48
40	Damaged Bin	13
37	Trees	0
36	Residential Property Files	8
32	Water Supply	3
24	Garden/Landscaped Area	8
24	Residential LIM	-1
24	Road/Hard Surface	10
20	Blockage/Water Not Draining	4
20	Graffiti - Sign, mural or public art	17

Report date:
01 Feb 2026

GRAFFITI SNAPSHOT December 2025

Ward and Suburb Insights



Ward	Graffiti reported December 2025	Graffiti reported November 2025	% Monthly Change
Central	789	1,038	-24%
Heathcote	252	373	-32%
Linwood	124	165	-25%
Cashmere	122	64	91%
Spreydon	119	146	-18%
Coastal	92	88	5%
Riccarton	88	140	-37%
Innes	76	99	-23%
Burwood	76	54	41%
Papanui	43	65	-34%
Banks Peninsula	38	80	-53%
Fendalton	24	20	20%
Harewood	24	27	-11%
Halswell	23	50	-52%
Hornby	22	57	-63%
Waimairi	6	15	-60%
Total	1,918	2,481	-23%

Reporting Hot Spots

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

Suburb	Reports made December 2025	Reports made November 2025
Central City	639	830
Sydenham	154	254
Addington	104	134
Linwood	100	100
Cashmere	61	8
New Brighton	61	48
Riccarton	52	60
Woolston	49	64
Waltham	45	84
Shirley	41	26
Lyttelton	37	77
North Linwood	31	26
St Albans	31	68
Richmond	28	24
Papanui	27	41
Marshland	22	12
Upper Riccarton	22	52
Sockburn	21	33
Somerfield	21	8
Avonside	20	10
Beckenham	20	6

Ward	Graffiti cleaned mtrs2 December 2025	Graffiti cleaned mtrs2 November 2025
Central	1294	1628
Heathcote	830	683
Linwood	458	370
Spreydon	388	191
Coastal	318	291
Riccarton	190	83
Innes	153	113
Burwood	130	56
Papanui	104	82
Fendalton	91	26
Harewood	57	64
Banks Peninsula	57	128
Cashmere	49	68
Hornby	12	51
Halswell	5	177
Waimairi	1	9
Total	4136	4017

Removal Hot Spots

Locations with the most graffiti removed (m2)

Street	Cleaned graffiti m2
Washington Way Reserve	230
Thomson Park	150
Tanner Street \ Garlands Road, Woolston	110
Christchurch Southern Motorway, Christchurch Southern to Christchurch Southern	99
Lincoln Road, Hazeldean to Lincoln	98
Garlands Road	95
Tuam Street	92
Mandeville Reserve	91
Settlers Reserve	80
Ferry Road	74
Colombo Street	66
Barbadoes Street	66
Validation Park	63
Maces Road, Bromley to Wickham	55
Westminster Park	48
Colombo Street \ Moorhouse Avenue, Sydenham	45
Cathedral Square, Worcester to Colombo	42
Tuam Street, Mata to Manchester	42
Bath Street, Durham to Colombo	42
Ray Blank Park	41
Manchester Street	37.25
Waltham Road	36
Cuthberts Green	32
Gloucester Street	32
Montreal Street	31
Bronte Place	30

GRAFFITI SNAPSHOT December 2025

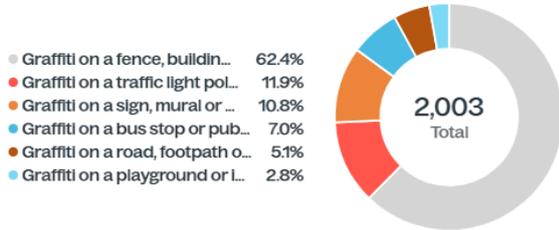
Further Insights

Monthly Draw Winner:



Direct reports to Snap send Solve

Incidents breakdown



December Reports

Reporter Type	202512
⊕ Non Volunteer	944
⊕ Individual Volunteer	790
⊕ Friend Volunteer	121
⊕ Group Volunteer	63
Total	1,918

Suburbs



'Christchurch tallest mural' in the running for international award

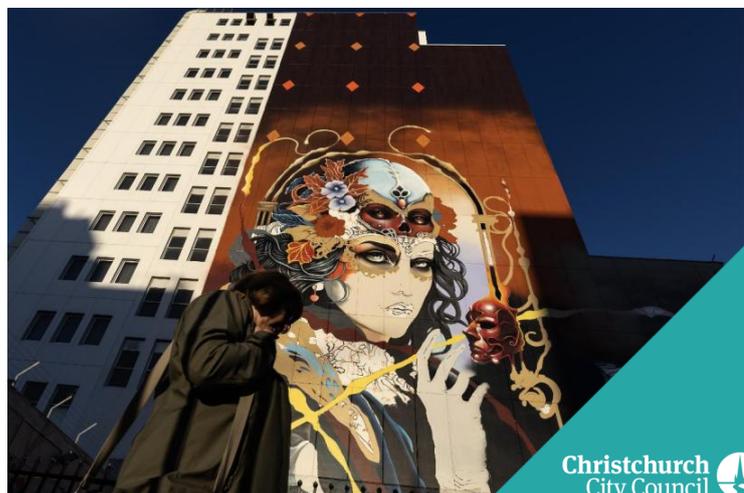
A towering piece of street art which casts a striking, sunset-toned visage across the heart of Christchurch is in the running for a prestigious international honour. The mural, thought to be the tallest in New Zealand, was painted early last year, as part of the 2025 Flare Ōtautahi Street Art Festival. It stands well over 50 metres tall, spanning the full 13-storey facade of Cathedral Square’s Distinction Hotel. It has been nominated for global street art mapping site Street Art Cities’ best mural of 2025 award. But it is facing stiff competition, with 49 other landmark art pieces from across Europe, the Americas, and Australia going head to head in a public vote. Yikes said even being nominated was “pretty sweet recognition”. He called the mural Narcissa, and said it did not have a set meaning. “I like to let the viewer decide their own narrative.” But Yikes said there were a few motific nods to his other works, including the butterfly, and the figure’s mask. “There’s a lot of ego in street art.” He said the mask was an attempt to “speak on that subtly”. In terms of inspiration, he said he had let the work’s design “create itself”.

Artist: Jacob Yikes (Jacob Ryan).

Location: Distinction Hotel, Cathedral Square

Height: 13 stories, approximately 55 meters (180 feet).

Event: Part of the Flare Ōtautahi Street Art Festival.



GRAFFITI SNAPSHOT January 2026

Ward and Suburb Insights



Ward Reporting

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

Ward	Graffiti reported January 2026	Graffiti reported December 2025	% Monthly Change
Central	864	789	10%
Heathcote	315	252	25%
Linwood	222	124	79%
Burwood	149	76	96%
Coastal	145	92	58%
Spreydon	143	119	20%
Riccarton	141	88	60%
Banks Peninsula	104	38	174%
Innes	99	76	30%
Harewood	69	24	188%
Papanui	59	43	35%
Cashmere	56	122	-54%
Hornby	33	21	57%
Fendalton	27	24	13%
Halswell	24	24	0%
Waimairi	12	6	100%
Total	2,462	1,918	28%

Reporting Hot Spots

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

Suburb	Reports made January 2026	Reports made December 2025
Central City	624	640
Sydenham	181	154
Addington	133	104
New Brighton	113	61
Linwood	110	100
Lyttelton	93	37
Woolston	84	49
Waltham	83	45
Richmond	70	28
St Albans	70	31
Riccarton	50	52
Wainoni	50	20
Bromley	46	16
Phillipstown	44	19
Sockburn	44	21
North Linwood	38	31
Opawa	36	19
Burwood	35	13
Papanui	33	27
Shirley	33	40
Bishopdale	32	8

Monthly Draw Winner:



Ward Removal

Graffiti removed

Ward	Graffiti cleaned mtrs2 January 2026	Graffiti cleaned mtrs2 December 2025
Central	845	1297
Heathcote	732	837
Linwood	406	459
Harewood	320	58
Spreydon	311	389
Coastal	276	318
Burwood	217	146
Innes	140	160
Hornby	131	12
Riccarton	84	190
Papanui	66	109
Banks Peninsula	65	60
Cashmere	57	49
Fendalton	18	91
Halswell	14	5
Waimairi	3	1
Total	3684	4181

Removal Hot Spots

Locations with the most graffiti removed (m2)

Street	Cleaned Graffiti sqm
Washington Way Reserve	280
Main North Road, Empire to End	194
Validation Park	141
Main South Road, Lowther to Symes	110
Ferry Road	90
Harbour Road \ Kainga Road, Brooklands	75
Bishopdale Park	74
Christchurch Southern Motorway, Christchurch Southern to Christchurch Southern	59
Newtown Street, Maces to Tanya	56
Colombo Street \ Bath Street, Central City	43
St Albans Park	38
Cypress Garden Reserve	36
Ruru Lawn Cemetery	36
Wordsworth Street \ Buchan Street, Sydenham	36
Ensors Road, Brougham to Sullivan	34
Mandeville Reserve	32
Brooklands Domain	29
Madras Street, Edgware to Edward	28
Worcester Street \ Tramway Lane, Central City	28
Derby Street	27
St Asaph Street, Duke to Fitzgerald	27
Tuam Street	26
Rail Corridor, Lyttelton Line between Lincoln and Whiteleigh	25
Jubilee Street, Bamford to End	24
Manchester Street \ Aberdeen Street, Central City	24

GRAFFITI SNAPSHOT January 2026

Further Insights

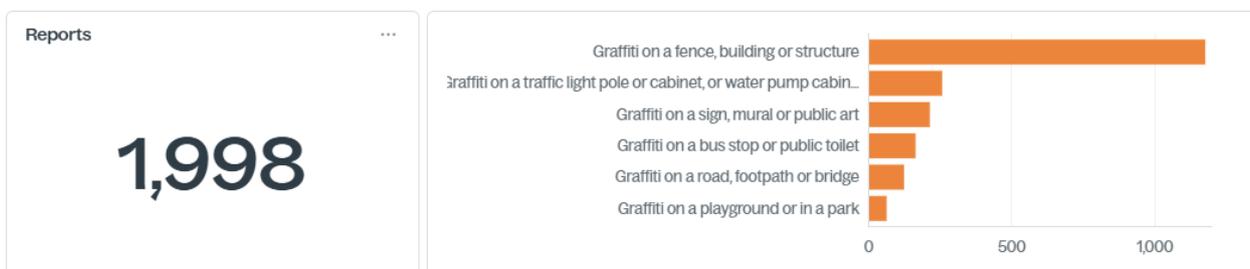
January Reports

Reporter Type	Reports made January
Friend Volunteer	47
Group Volunteer	60
Non Volunteer	897
Individual Volunteer	1457

% of Reports made by Volunteers



Direct reports to Snap send Solve



Painted outside popular Mexican restaurant 'Mexicano's' on Victoria Street, Dcypher's beautiful painting of a winged Virgin Mary figure standing in a desert landscape is fitting for the location.

Artist Guy Ellis aka Dcypher

11. Project Lyttelton - Permission to Install Solar on Portal Building

Reference Te Tohutoro: 26/190316

Responsible Officer(s) Te Pou Matua: Lisa Barwood, Leasing Consultant

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

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is to seek landlord approval for Project Lyttelton to install solar panels on the roof of the Portal Building at 54 Oxford Street, Lyttelton.
- 1.2 The report is written at the request of Project Lyttelton to ensure compliance with the lease requirements relating to additions and alterations to Council-owned buildings.
- 1.3 The request supports a community-led renewable energy pilot project in partnership with the Lyttelton Energy Transition Society (LETS).

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Project Lyttelton - Permission to Install Solar on Portal Building 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. Approve the proposal to install solar panels on the Portal Building roof at 54 Oxford Street, Lyttelton.
4. 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 review of the sub-lease/licence documentation between Project Lyttelton and Lyttelton Energy Transition Society.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 Project Lyttelton has requested landlord approval to install a photovoltaic solar panel system on the roof of the Portal Building at 54 Oxford Street, Lyttelton. The system will be designed, installed and operated by the Lyttelton Energy Transition Society (LETS) under a sub-lease/licence arrangement with Project Lyttelton.
- 3.2 All costs associated with the installation, operation, maintenance and eventual removal of the solar system will be met by Project Lyttelton and LETS. There are no financial implications for Christchurch City Council.
- 3.3 Officers support the proposal as a low-risk, community-led initiative that aligns with Council objectives around sustainability, emissions reduction and community resilience.

4. Background/Context Te Horopaki

- 4.1 The Portal Building at 54 Oxford Street is a Council-owned community facility leased to Project Lyttelton. Project Lyttelton works in partnership with community organisations to deliver social, environmental and economic benefits for Lyttelton.
- 4.2 The land is held as a local purpose (recreation) reserve under Section 23 of the Reserves Act 1977. The land is leased to Project Lyttelton pursuant to Section 61(2A)(b) of the Reserves Act 1977.
- 4.3 The lease expires on 30 November 2033.
- 4.4 Community Boards have the delegated authority to grant, as landlord, permission to make alterations or improvements to the leased area.
- 4.5 LETS is a community-based organisation focused on local renewable energy projects that provide community benefit and build local resilience. LETS and Project Lyttelton have entered into an agreement to develop a community energy pilot project on the Portal Building roof.
- 4.6 This project follows earlier community energy initiatives led by LETS and represents a smaller-scale, low-risk pilot that can demonstrate the benefits of community-owned renewable energy on Council-owned buildings.
- 4.7 Proposal – (refer to **Attachment A** of this report).
 - LETS proposes to design, supply, install, commission, and operate a photovoltaic solar array on the roof of the Portal Building. Key components include:
 - Up to 34 solar panels (with an initial installation of approximately 15 panels)
 - Maximum system size of approximately 14.96 kW DC
 - One grid-connected inverter and associated mounting and protection systems
 - Energy monitoring capability
 - The system has been designed to fit within the existing roof footprint and will not interfere with the ongoing use of the building.
 - All equipment has been donated or sourced by LETS, meaning capital costs are minimal. LETS will manage compliance, including electrical certification and inspections, using suitably qualified personnel.
- 4.8 The following related information session/workshops have taken place for the members of the meeting:

Date	Subject
8 December 2025	Lyttelton Energy Transition Society – Public Forum

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.9 The following reasonably practicable options were considered and are assessed in this report:
 - 4.9.1 Approve the installation of solar panels on the Portal Building roof (preferred option).
 - 4.9.2 Decline the request and retain the status quo.
- 4.10 The following options were considered but ruled out:
 - 4.10.1 The option to defer the decision was considered but ruled out. As the proposal is low risk and fully funded by the tenant.

Options Descriptions Ngā Kōwhiringa

4.11 **Preferred Option:** Approve installation of solar panels.

4.11.1 **Option Description:** Grant landlord approval for the installation of a photovoltaic solar system, subject to legal and property conditions.

4.11.2 Option Advantages

- Supports emissions reduction and renewable energy generation.
- No cost or financial risk to Council.
- Supports community-led sustainability initiatives.

4.11.3 Option Disadvantages

- Minor increase in asset management oversight, mitigated through lease conditions.

4.12 Decline request.

4.12.1 **Option Description:** Do not grant approval for the installation.

4.12.2 Option Advantages

- No change to the building fabric.

4.12.3 Option Disadvantages

- Missed opportunity to support community sustainability outcomes.
- Inconsistent with Council climate and resilience objectives.

Analysis Criteria Ngā Paearu Wetekina

4.13 Options were assessed against cost, risk, strategic alignment, and community benefit.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option - Approve	Option 2 - Decline	Option 3 - n/a
Cost to Implement	Project Lyttelton and LETS	Not applicable	
Maintenance/Ongoing Costs	Project Lyttelton and LETS		
Funding Source	Project Lyttelton and LETS	Not applicable	
Funding Availability	Project Lyttelton and LETS	Not applicable	
Impact on Rates	No impact on rates	Not applicable	

5.1 There are no capital or operational cost implications for Council. All installation, maintenance, insurance and removal costs will be met by Project Lyttelton and LETS. The proposal has no impact on rates.

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 Risks are assessed as low and will be mitigated through appropriate legal documentation, professional installation, insurance requirements and reinstatement obligations at the end of the arrangement.

Legal Considerations Ngā Hiraunga ā-Ture

- 6.2 Statutory and/or delegated authority to undertake proposals in the report:
- 6.2.1 The Community Board has delegated authority to consider and recommend on property matters relating to Council-owned community facilities. Final approval and execution of legal documentation will be undertaken under officer delegations.
- 6.3 Other Legal Implications:
- 6.3.1 The legal consideration is that a sub-lease or roof licence arrangement will be required between Project Lyttelton and LETS, with Council consent as landlord. Standard indemnity, insurance and reinstatement provisions will apply.

Strategy and Policy Considerations Te Whai Kaupapa here

- 6.4 The required decision to approve installation of the solar panels:
- 6.4.1 Aligns with the [Christchurch City Council's Strategic Framework](#), particularly objectives relating to emissions reduction, sustainability and community resilience.
- 6.4.2 Is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the number of people affected and the impact on the building asset.
- 6.4.3 Is consistent with Council's Plans and Policies including the Our Long-Term Plan 2024-2034, the Christchurch City Council Strategic Framework, the Climate Resilient Christchurch Strategy, the Sustainability Policy, and Council's approach to community partnerships and use of Council-owned community facilities.
- 6.5 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):
- 6.6 Citizens and communities
- 6.6.1 Activity: Recreation, Sports, Community Arts and Events
- Level of Service: 7.0.7 Customer satisfaction with the range and quality of facilities - At least 80%

Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.7 The proposal supports positive community outcomes through local renewable energy generation and education. No adverse community impacts have been identified.
- 6.8 The decision affects the following wards/Community Board areas:
- 6.8.1 Banks Peninsula.
- 6.9 Te Pātaka o Rākaihautū Banks Peninsula Community Board's view was supportive as confirmed in the public forum on 8 December 2025.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.10 The decision does not involve a significant decision in relation to ancestral land, a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture, and traditions.
- 6.11 The decision does not a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.
- 6.12 The proposal does not impact Mana Whenua as it involves a minor alteration to an existing building and does not affect ancestral land, taonga, waterways, or matters of cultural significance.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.13 The decisions in this report are likely to:
 - 6.13.1 Contribute positively to adaptation to the impacts of climate change.
 - 6.13.2 Contribute positively to emissions reductions.
- 6.14 The proposal will positively contribute to emissions reduction and supports adaptation through increased local energy resilience.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 Subject to Community Board recommendation, Project Lyttelton will be required to finalise legal documentation for officer approval to enable the installation to proceed.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	LETS Solar Portal Building Proposal	26/193102	64

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

Document Name - Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Lisa Barwood - Leasing Consultant
Approved By	Kathy Jarden - Team Leader Leasing Consultancy Angus Smith - Manager Property Consultancy Ben Rzoska - Manager Operations Nigel Cox - Head of Recreation, Sports & Events



Portal Building Solar Proposal 1/12/25

What is LETS all about?

Lyttelton Energy Transition Society has been established to focus on local Renewable Energy for community benefit.

Our vision is: A zero-emission, sustainable, and resilient community with equitable access to energy.

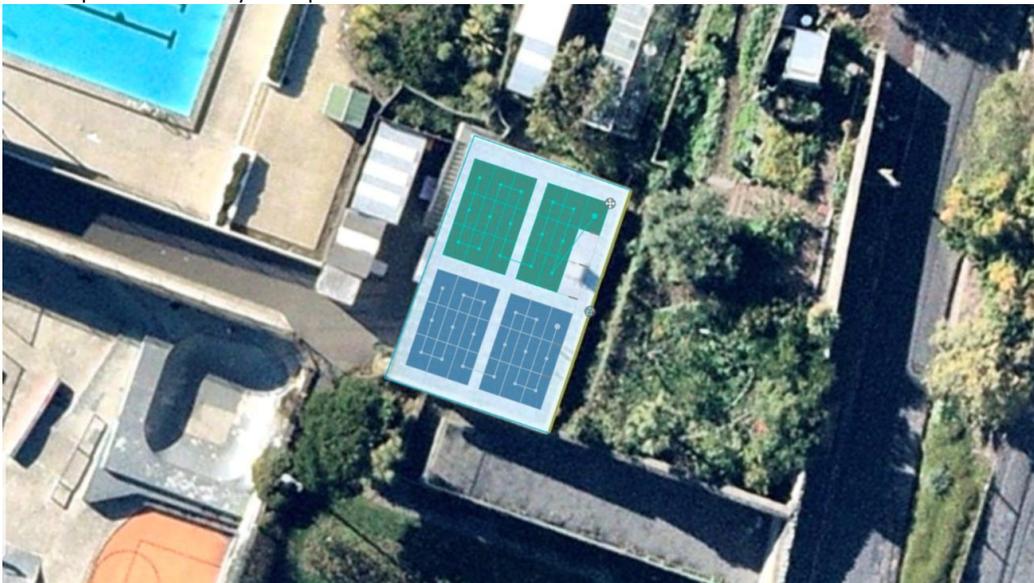
Solar Proposal for the Portal Building at 54 Oxford Street, Lyttelton:

LETS will manage the design, supply, installation, commissioning and ongoing operation of a photovoltaic solar array on the Portal building roof.

The system will comprise the following:

- Up to 34 x Trina TSM-440NEG9R.28 solar panels rated at a maximum 14.96 kW DC output
- 1 x Huawei Sun2000-10KTL-MO solar inverter rated at 10 kW AC output
- Installed with mounting system and protection devices
- Energy monitoring system

A concept of the roof layout is provided below.



Lyttelton Energy Transition Society
21 Foster Terrace
Lyttelton
www.lets.org.nz communityenergylytt@gmail.com



Installation and certification

While LETS will manage the overall project and rely on community members to assist, specific responsibilities for compliant design and installation of the system will be undertaken by LETS committee member, licenced electrician and experienced solar PV installer Raymond Dun.

Where required (such as for final inspection) an independent electrical inspector will assess and approve the installation prior to livening.

The bulk of the materials for the project have been donated to or acquired by LETS. The initial installation will allow for 34 panels, however 15 panels will be installed initially and more installed as they become available.

Community Benefits

LETS anticipates the project to benefit LETS and Project Lyttelton directly through a profit-sharing agreement from revenue/savings generated by the system.

The system will also be designed to allow future emergency resilience capabilities to be added at a later date. This could include storage batteries, off-grid operation as well as electric vehicle connections.

LETS also expects the project to demonstrate the possibilities of community energy action to the broader community and intend to use the project to promote this aspect. Public real-time information displays and information sessions based around the project can demystify the topic and encourage other community groups to consider similar projects.

Lyttelton Energy Transition Society
21 Foster Terrace
Lyttelton
www.lets.org.nz communityenergylytt@gmail.com

12. Port Hills Paragliding Schools - proposed new licences

Reference Te Tohutoro: 26/193828

Responsible Officer(s) Te Felix Dawson, Leasing Consultant, Marie Gordon, Team Leader

Pou Matua: Parks Planning and Policy

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 proposals for new licences from three paragliding schools for new licences to operate from the Port Hills/Banks Peninsula.
- 1.2 The report has been prepared in response to the expiry of the existing licences in March 2026 and follows a Request for Proposals process inviting new operators.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Port Hills Paragliding Schools - proposed new licences Report.
2. Approve licences for a period of five years with two rights of renewal, to Christchurch Paragliding Ltd; Cloudbase Ventures Ltd; Progress Paragliding Ltd for access to the sites listed in the schedule shown in Attachment A and as generally per the plan shown in Attachment B of the agenda report
3. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
4. 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 completing negotiations and administering the terms and conditions of the new licences.

3. Executive Summary Te Whakarāpopoto Matua

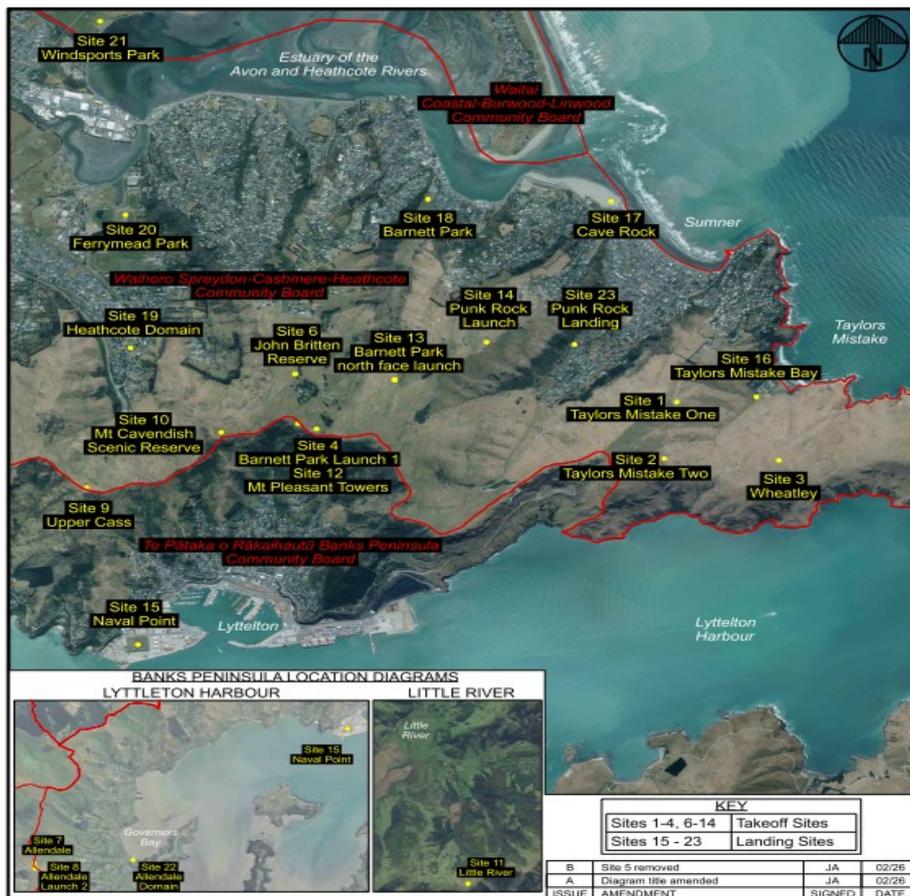
- 3.1 Paragliding is a popular recreational activity practiced from a range of sites generally on the Port Hills but also on some Te Pātaka o Rākaihautū Banks Peninsula sites. It is regulated by the Civil Aviation Authority, and all paragliders must be trained and registered with the New Zealand Hang Gliding and Paragliding Association before being able to free fly.
- 3.2 Training is undertaken by registered paragliding schools who have used key sites on the Port Hills for this purpose. Existing Council licences to use park/reserve land for current operators expire this year and new licences have been requested.
- 3.3 Staff have considered the popularity of this activity and impact on other users to determine whether any or how many licences should be issued, and support continuing with three licences for paragliding schools.
- 3.4 This report recommends the granting of licences to the three successful respondents to a Request for Proposal process.

- 3.5 Note that the bulk of take-off and landing sites used for paragliding fall into the Waihoru Spreydon-Cashmere-Heathcote Community Board ward and will require approval from that Board. The sites associated with Te Pātaka o Rākaihautū Banks Peninsula Board are not fundamental to the operation of the schools but if approved by that Board will be included in the licences.

4. Background/Context Te Horopaki

Port Hills Paragliding- the sites

- 4.1 Paragliding has been practiced in the Port Hills for over thirty years and remains popular. The Canterbury Hang Gliding and Paragliding Club (CHGPC/the Club) is the second biggest club in the country with around 300 members. This is due to the quality of the wind conditions and take off sites with Taylors Mistake being a premium learner’s site and the gondola being a top quality intermediate/advanced site. Other sites are used periodically dependent on the wind conditions.
- 4.2 The total number of take-off sites are shown 1-13 with landing sites 15-23 on the map below. All take off sites are currently grazed with sheep for management purposes; the landing sites are generally sports grounds. The sites are a mix of Reserves Act recreation reserve/scenic reserve together with Local Government Act park.



- 4.3 Note that take off sites 7 (Allendale) and 11 (Te Oka) and 12 (Mt Pleasant Towers) together with landing sites 15 (Naval Point) and 22 (Allendale) are the only sites that are the subject of the decision in this report. These sites are shown in the map below. All other sites fall within the Waihoru Spreydon-Cashmere- Heathcote Community Board and are subject to the decision of that Board.



Paragliding Regulation and Training

- 4.4 Paragliding is regulated by the Civil Aviation Authority (CAA) who have delegated management of recreational paragliding by way of a Part 149 Aviation Recreation Certificate to the New Zealand Hang Gliding and Paragliding Association (NZHGPA) issued pursuant to the Civil Aviation Act 1990. Under this regulation all pilots are required to be members of the New Zealand Paragliding Association and to be trained to a minimum standard (PG1-2) with a qualification issued by the NZHGPA who set training qualifications and quality assurance standards. Local clubs such as CHGPA assist NZHGPA in a local liaison role.
- 4.5 Training schools are regulated with requirements to maintain the NZHGPA Operations and Procedures Manual which is audited together with the Business Safety Management System and Emergency Response Plan every three years by NZHGPA. Commercial Tandem Paragliding remains managed by the CAA with three yearly audits.

Paragliding Schools Licencing and use

- 4.6 Paragliding businesses offering flying instruction and/or tandem flights have operated informally from Council sites on the port hills for a number of years. In 2020 following a request from an operator wishing to undertake tandem flights, the Council undertook a trial of operating licences with a term of five years. Three licences were issued and have functioned successfully since that time. All operators offer instruction and one offers tandem flights as well. The licences expire on 31 March 2026.

- 4.7 Staff reviewed the operation of the schools in 2024 with a view to determining whether licences should be continued for this use. This involved interview of existing operators and CHGPC Board members to:
- identify level of overall and school use;
 - potential conflict with other users/stock management;
 - capacity of sites.
- 4.8 Staff noted that use of sites for all use either instruction or recreation is weather dependent and so determining average level of use is difficult. In terms of business use: two would average around fifteen- twenty people per week in peak season which is September to March with April to August generally off season with low level use. One business runs at around half that level as it splits its business with paramotoring which is not permitted for instruction from Council land under the terms of the proposed licence.
- 4.9 The Taylors Mistake take off site near the Summit Road with landing behind the beach is by far the most popular as this is the best site for beginner level training and entry level recreational flying. At times this site can be congested with both types of use. The CHGPC have established protocols for sharing of the site in high use circumstances and the businesses have established informal communication to avoid unmanageable overlap. The other high use site is the gondola on Mt Cavendish. This is predominantly used by recreation users with a small amount of instruction undertaken.
- 4.10 In terms of conflict of paragliding with other use/users staff note that keeping sites clear for take-off on the hills can conflict with regeneration of native vegetation and use of sites for passive recreation. This is a particular issue on Mt Cavendish which is a scenic reserve with high native plant values. Staff have worked with the Club to establish a compromise that meets the needs of all parties. Dialogue with the Club over site issues has been undertaken with discussion of the potential for a Memorandum of Agreement style user agreement. Generally given the relatively short periods that paragliders use the site all park users can be accommodated.
- 4.11 The take-off sites do not significantly restrict stock management.
- 4.12 Both the existing businesses and the CHGPA have advised that three schools is the optimum number. Given the popularity of the sport and the integral part that schools play in enabling participation, staff have proceeded on that basis with licences for three schools proposed to continue.

Request for Proposal Process

- 4.13 Given the commercial nature of the licences, an open transparent tender process (RFP) was undertaken in accordance with Council property policy.
- 4.14 The current licensees submitted proposals with two making them in the alternative to other proposals provided by their operating managers who have made offers to purchase the business. The proposed new operators have been in training with existing owners since early 2025 or longer. They have entered into an agreement to purchase the business together with all the existing operating systems which have been proven and are certified. All operators offer the fundamental beginners training service with each offering a slightly different emphasis in terms of other training options.
- 4.15 Staff are confident in the one existing and two new operators who have demonstrated capacity and sufficient skill either through the current licence or through their employment with the existing licensees.

- 4.16 The three operators have been recommended by both the Club President and the CE of NZHGPA and all three businesses have recently (December 2025) been audited and received accreditation from NZHGPA.
- 4.17 Staff have given conditional approval for licences to: Christchurch Paragliding Ltd (Ryan Scarlett); Cloudbase Base Ventures Ltd (Bevan Small) and Progress Paragliding Ltd (Ondrej Wieden). This report recommends approval to enter into licences with them.
- 4.18 Key Licence terms:
- Five year term with two rights of renewal;
 - Requirement to be certified by NZHGPA;
 - Rental: Base rate \$650 (plus GST) plus cost/flight. Method is a fair method of payment in proportion to use. Flight rate is comparable to CAA charges. At this rate for 2025, two existing schools would pay flat rate only and one would pay an additional \$137.00.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.19 The following reasonably practicable options were considered and are assessed in this report:
- 4.19.1 Enter into three licences.
- 4.19.2 Enter into less than three licences
- 4.19.3 Do not enter into any licences.
- 4.20 The following options were considered but ruled out:
- 4.20.1 Reduce/increase the number of sites: The previous sites available to licence were reviewed by staff prior to the RFP process and considered in terms of ongoing suitability for use in terms of capacity and impact. Some additional sites were requested through the RFP process and assessed in the same way. Staff consider the proposed sites meet the balance between competing demand for use.
- 4.20.2 Rental: two alternative options were considered but not favoured: a flat rate would either punish businesses in low years or favour them disproportionately in a high year; base rate plus % of revenue- a percentage of revenue required high administrative costs for business to separate Council site revenue from other elements of the service, the charge per flight achieves the same end of paying in proportion to the level of use.
- 4.20.3 Additional licences: Existing licensees and the Club advised that the optimum number is three schools.

Options Descriptions Ngā Kōwhiringa

- 4.21 **Preferred Option:** Enter into three licences:
- 4.21.1 **Option Description:** Accept all three proposals submitted as part of the RFP, to run paragliding schools from the sites as shown and enter into operating licences with them.
- 4.21.2 **Option Advantages**
- Supports existing business
 - Enables and supports paragliding recreation
 - Is at a capacity that balances the competing needs of different users
- 4.21.3 **Option Disadvantages**

- Restricts other users
- Relatively high level of use for paragliding raising risk

4.22 **Option 2:** Enter into less than three licences.

4.22.1 **Option Description:** Enter into less than three licences

4.22.2 **Option Advantages**

- Less pressure on sites and congestion at peak times
- Less risk from congestion
- Less impact on other users

4.22.3 **Option Disadvantages**

- One existing business will be forced to close.
- Paragliding users will have less choice of trainers
- There is no indication from the Club or NZHGPA that the current level is unmanageable from a safety perspective
- The impact on other users with current level is not considered unreasonable

4.23 **Option 3:** Do not enter into any licences.

4.23.1 **Option Description:** prioritise other users at the expense of paragliding schools

4.23.2 **Option Advantages**

- Less pressure on sites and congestion at peak times
- Less risk from congestion
- Less impact on other users

4.23.3 **Option Disadvantages**

- Three successful existing business will be forced to close.
- There will be no local trainers for new pilots.
- Paragliding as a recreational activity will not be supported.

Analysis Criteria Ngā Paearu Wetekina

4.24 Balance competing users: the popularity of recreational paragliding as against the values and use of the reserves/park for other uses.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option: Enter into three licences	Option 2: Enter into less than three licences	Option 3 Do not enter into any licences
Cost to Implement	Preparation of licence and running of RFP \$1,500, part to be recovered from licensee	Preparation of licence and running of RFP \$1,500, part to be recovered from licensee	nil
Maintenance/Ongoing Costs	minimal	minimal	nil

Funding Source	Operational funds	Operational funds	X
Funding Availability	yes	yes	X
Impact on Rates	minimal	minimal	x

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 Operation of schools will increase the number of paragliders and lead to unmanageable congestion with accidents occurring leading to bad publicity. The risk is considered medium in that operation of the schools in recent years has not lead to an explosion of users. There is a natural attrition of students with relatively low numbers of pilots going on to take up the sport. NZHGPA has advised that the current level of schools is manageable from a congestion and safety management perspective. Existing site risks have been mitigated by Club operational guidelines.

Legal Considerations Ngā Hīraunga ā-Ture

- 6.2 Statutory and/or delegated authority to undertake proposals in the report:
- 6.2.1 Delegations Parks (Part D-sub Part 1- Community Boards) Authority delegated from Council to Community Boards.
 “To grant leases of recreation reserves in accordance with this section”- section 54 Reserves Act 1977.
 “To grant leases of recreation reserves in accordance with this section”- section 56 Reserves Act 1977.
- 6.2.2 “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.”
- 6.3 Note licence covers land held as recreation reserve, scenic reserve and Park, so licence entered into pursuant to s54, s56 and s59A Reserves Act 1977 and general provisions for ‘Park’- Local Government Act
- 6.4 Other Legal Implications:
- 6.4.1 Local Government Act 2002-Decision Making including consideration of community views.
- 6.4.2 Reserves Act 1977, use consistent with recreation use classification, public notice pursuant to section 54(1)(d), s56(1)(b).
- 6.4.3 Local Government Act 2002, use consistent with park, public notice pursuant to section s138.
- 6.4.4 Department of Conservation approval required pursuant to Reserves Act, authority delegated to CEO.
- 6.4.5 Legal advice is that the Council will be considered a ‘Person Conducting a Business or Undertaking’ in regard to the Health and Safety at Work Act 2015. Compliance requirements in regard to this act are overseen by the NZHGPA and legal advice is that the Council has limited practical control of the activity. Note also that the NZHGPA is not considered an adventure activity in terms of the Health and Safety at Work Act 2015 and so not subject to the regulations in that act applying to adventure activities, Refer Attachment D.

Strategy and Policy Considerations Te Whai Kaupapa here

6.5 The required decisions

- 6.5.1 Align with the [Christchurch City Council's Strategic Framework](#), in particular the strategic priority of being an inclusive and equitable city that puts people at the centre. Paragliding is a popular recreation activity enabling wellbeing, accessibility and connection.
- 6.5.2 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 number of people affected, the level of impact on those affected and the low cost to Council associated with entering into the licences.
- 6.5.3 Are consistent with Council's Plans and Policies.
- Physical Recreation and Sports Strategy 2002
 - Port Hills Plan Recreation Strategy 2004
 - Lease Policy December 2015

“When seeking to lease premises for which there is a broader market or public interest, the Council will seek tenants through an open and transparent public process, such as by tender, by request for proposals or by advertising to attract potential tenants.”

For the purpose of this policy lease is interpreted to include licence

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

6.7 Parks, Heritage and Coastal Environment

6.7.1 Activity: Parks and Foreshore

- Level of Service: 6.8.10.1 Appropriate use and occupation of parks is facilitated - Processing of the application is started within ten working days of receiving application - 95%

Community Impacts and Views Ngā Mariu ā-Hāpori

6.8 Consultation started 17 November ran until 17 December 2025.

6.9 Consultation details including links to the project information shared on the [Kōrero mai | Let's Talk webpage](#) were advertised via:

6.9.1 An email sent to 32 identified stakeholders, including residents associations, sports clubs, environmental groups and paragliding bodies.

6.9.2 Public Notice – Christchurch Press 17 November 2025

6.9.3 Four signs up at the main commercial take-off and land sites.

6.10 The [Kōrero mai | Let's Talk page](#) had 144 views throughout the consultation period.

Summary of Submissions Ngā Tāpaetanga

6.11 Submissions were made by two organisations and 10 individuals. All submissions are available to read on the [Kōrero mai webpage](#).

6.11.1 **Canterbury Hang Gliding and Paragliding Club** submitted in support of the proposal, noting safety and operational procedures are well understood and that there was minimal environmental impact on the sites.

- 6.11.2 **Beach Bar Sumner** submitted in support of the proposal, noting it was a great activity that brought people out to the area.
- 6.12 Overall, 75% (9) submissions were in support and the remainder (3) were somewhat in support of the licences.
- 6.13 Eight submitters made additional comments, relating to safety/emergencies (4), tourism (2), and general comments in support for paragliding as an activity (4).
- 6.14 Issues raises -Officer Comments

Issue	Staff Comment
Is there an emergency plan in place for each site?	Safety management is handled by NZHGPA with all safety and emergency management systems audited on a three yearly basis
It seems like every time there is a major rescue that puts volunteer rescuers at risk its involving a paraglider down. I support this activity but it does pose a higher risk for technical rescue. Do the groups that are involved in this activity contribute in any way to the organisations that rescue them? If not they should be required to pay a levy and not put that burden solely on the taxpayers	The question of tax payer costs for recreation activity is not a matter for Council decision
My feedback might be out of date - my wife paid for a tandem flight in port hills around 30 years ago. The operator at time didn't have a second person to assist him, and tried to land same place he took off. Top landings are difficult and problematic and in our case landed us in hospital. The safest and usual landing is a playground, beach, etc.	All operational systems including staff levels and safety issues are subject to management oversight and audit by NZHGPA. All three businesses have recently received audit certification.
Having more available landing sites could allow for easier landings in an emergency situation.	The proposed landing sites have been reviewed by the club and business and are considered suitable and adequate.
The one near Little River may bother local residents.	The take off site is on Te Oka Reserve with a landing site on private land. It is only used periodically and staff consider that it will have low impact
Whether money from commercial operations would be passed on to the local communities for the inconvenience.	Rental as a matter of practice is contributed to the general income pool and is received by the community in that sense. Inconvenience to local communities is considered low overall and distribution would be problematic.

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

- Te Pātaka o Rāikaihautū Banks Peninsula Community Board.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

6.16 The decisions do 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.

6.17 The decision does involve a matter of interest to Mana Whenua and could impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.

6.18 Background material for the consideration of licences was forwarded to Whitiora and Ngāti Wheke on 8 August 2025 prior to the RFP process in an early notice of the matter. No issues were identified at that point. The operators requested additional sites in their proposals, and these additional sites were forwarded to both Whitiora and Ngāti Wheke in a further notice on 13 November 2025. No issues were identified. The operator request for an additional site on Te Oka Reserve was also forwarded to Wairewa Rūnanga on 13 November 2025. A number of points were raised and these were addressed by staff to the satisfaction of the Rūnanga. These can be read at Attachment C.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

6.19 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 new licences does not have an impact on climate change as there is limited carbon footprint associated with licencing itself and there is no change to current emissions. In terms of the activities associated with the licence there is some travel involved getting to take off and pick up sites. The sites are generally local and this is considered reasonable in the circumstances.

7. Next Steps Ngā Mahinga ā-muri

7.1 Subject to approval of the report recommendations, staff will complete negotiation of licence terms and complete documentation.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Schedule-take off and landing sites	26/220506	78
B  	Paragliding Sites	26/231533	79
C  	Te Kete O Wairewa response to engagement	26/222749	80
D  	Health and Safety obligations legal advice	26/262408	85

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

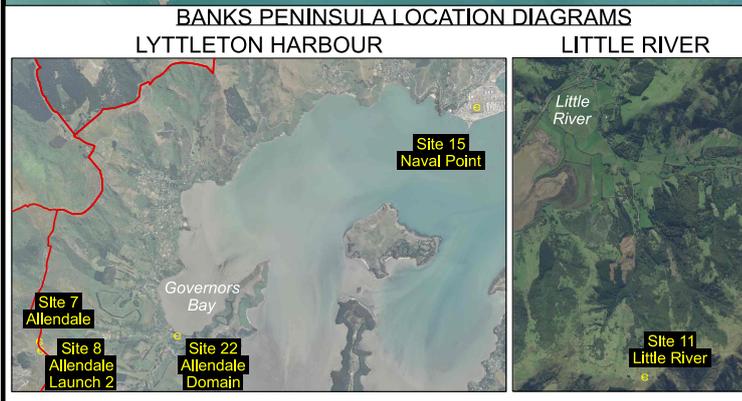
Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Authors	Felix Dawson - Leasing Consultant Paris Porter - Engagement Advisor
Approved By	Kathy Jarden - Team Leader Leasing Consultancy Angus Smith - Manager Property Consultancy Paul Devlin - Manager Regional Parks Al Hardy - Manager Community Parks Rupert Bool - Head of Parks

PROPERTY SCHEDULE

	Park /Reserve	Legal Description	Classification	
Takeoff				
7	Allendale 7	PT RS 35510, CB23B/333	Park	
11	Te Oka	Section 20 Kinloch Settlement, CB13K/769	Recreation	
12	Mt Pleasant Towers	Res 3817 CB37C1206	Scenic	
Landing				
15	Naval Point	Lot 3 DP11243. CB456/242	Recreation	
22	Allendale Domain	LOT 1 DP41288, CB24A/300	Recreation	



KEY

Sites 1-4, 6-14	Takeoff Sites
Sites 15 - 23	Landing Sites

B	Site 5 removed	JA	02/26
A	Diagram title amended	JA	02/26
ISSUE	AMENDMENT	SIGNED	DATE

PARAGLIDING SITES - LAUNCH AND LANDING AREAS

<p>Christchurch City Council</p> <p>TECHNICAL SERVICES & DESIGN</p>	SURVEYED		DRAWING NUMBER	ORIGINAL SHEET SIZE	SCALES
	DRAWN	JA	SM224104	A4	1:40,000
	DATE	02/2026	WBS		
© COPYRIGHT CHRISTCHURCH CITY COUNCIL AERIAL PHOTOGRAPHY CREATIVE COMMONS ATTRIBUTION 3.0 NEW ZEALAND LICENSE		PROJECT NUMBER		SHEET	
		RPS6397		1 OF 2	

Dawson, Felix

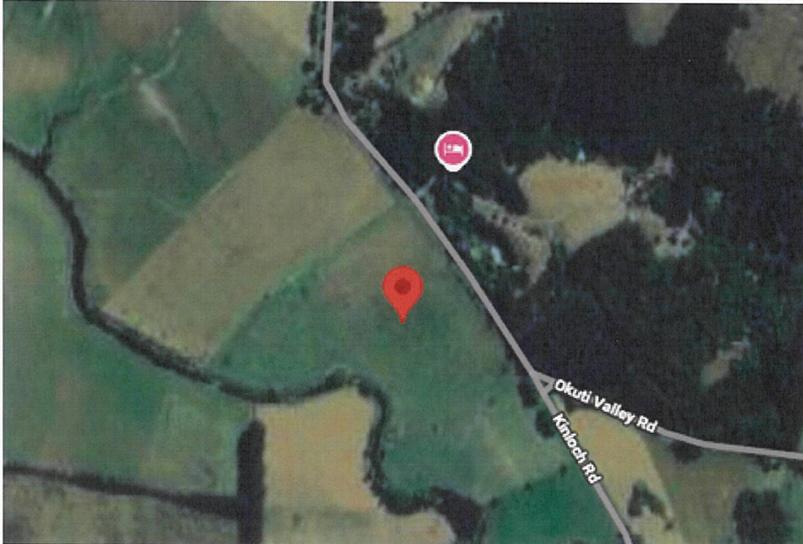
From: Dawson, Felix
Sent: Tuesday, 16 December 2025 12:34 pm
To: Wairewa GM
Subject: TRIM: Consideration of granting licences to Paragliding Schools for takeoff from Te Oka Reserve
Attachments: Letter to CCC re paragliding Te Oka 26 Nov 2025.pdf

Tēnā koe Kym

Thank you for the response. Further to our conversation.

1. Landing on Te Kaio/Te Kete o Wairewa land/ Te Oka Reserve, Oashore Farm

The proposal is for take off from the top of Te Oka Reserve on Bossu Road with landing on private land as shown below. This is by arrangement with the landowner which is required in all cases where private land is used. I have confirmation from the operators that they have no intention of landing on the south side either on your land or Council land in Te Oka Reserve or Oashore Farm



- 2. Fire Risk:** The issue has been noted. Reference to avoid 'any activity that causes fire risk' and a sign will be installed on site as requested
- 3. Overhead Power Line:** As discussed if you could mark it on the plan below we will inform the operators, noting that there is no intention to fly in that direction.



4. **Wildlife and Restoration objectives/** Sites of significance and vehicle use: Refer point one above
5. **Working Farm and Pest Control Operations.** The licence applies purely to Council sites. We will include a clause reminding operators of their obligations to gain landowner approval before landing on private land.
6. **Future applicability to other Council lands:** Refer point one above in relation to landing on Oashore Farm. In regard to the future strategic intent for adventure and recreation activities the Regional Parks Manager has advised that it is intended to be a publicly accessible Park primarily for passive recreation such as walking. In the short term it is intended to be used informally in this way. In due course a management plan will be prepared in partnership with Wairewa Rununga and taking into account public submissions. In the meantime all requests for adventure activities will be considered on an individual site basis and at this stage there is no intention to formalise via any agreement to utilise Oashore Regional Park for commercial parapenting activities. Please contact him directly for any further information- paul.devlin@ccc.govt.nz

We note that broadly speaking your issues concern paragliding use of your land. Whilst the school operators have made it clear that this is not intended due to the prevailing winds it is possible that recreational users may occasionally have an interest in this area. All recreational users must be affiliated with the New Zealand Hang Gliding and Paragliding Association as supported by the Canterbury Hang Gliding and Paragliding Association who have contact with all local pilots. We will contact them and request them to remind pilots that if flying on the South side of the peninsula to remember that it is a sensitive ecosystem and that land owner approval for private land should be sought at all times.

Ngā mihi

Felix Dawson

Leasing Consultant

Property Consultancy Team

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PO BOX 10020, PHILLIPSTOWN,
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Felix Dawson
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Te Hononga Civic Offices, 53 Hereford Street, Christchurch
PO Box 73014, Christchurch 8154
Cc: TreatyRelationships@ccc.govt.nz

26 November 2025

Tēnā koe Felix

Re: Subject: Te Kete o Wairewa feedback on proposed paragliding activity – Te Oka / Te Kaio area

Thank you for the opportunity to provide feedback on the proposed continued use of Council land for paragliding, including the requested formal access to a take-off site on the top of Te Oka Farm Reserve.

This area is immediately adjacent to Te Kaio ngahere, Wairewa property. We are supportive in principle of paragliding activity in the wider area; however, we note the following points:

Landing on Te Kaio / Te Kete o Wairewa land

We are not aware of any formal arrangement between the operators and Te Kete o Wairewa as landowner for landing on Te Kaio.

Any planted areas within Te Kaio are not appropriate for landing.

While there may be open areas where landing could technically occur, we do not support paragliders landing on Te Kaio Farm. This is a working farm, and health and safety requirements, as well as insurance and liability considerations, apply. Any access would need to be subject to our own policies and compliance related regulations, and prior agreement with Te Kete o Wairewa would be required.

Position as neighbouring landowners and mana whenua

As adjacent landowners we have no objection in principle to the use of the proposed CCC take-off site itself. However, as mana whenua for this takiwā, we wish to highlight the following:

Fire risk

Fire is a critical concern for us due to our reforestation approach and current planting programme. Any licences or operational conditions should include clear requirements to avoid, minimise, and manage any fire risk associated with this activity. Appropriate signage and operator briefings should be in place.

Overhead power line

There is a power line that crosses the Te Kaio valley and runs onto the CCC block. This line can be difficult to see and services all the southern bays homes (approximately 38–40 properties). Damage to this line poses both a significant fire risk and a service risk to multiple households, including our properties. We request that this hazard is clearly identified in all pilot briefings and safety documentation.

Wildlife and restoration objectives

We note positively that the anticipated korure sanctuary site on CCC land at the Te Oka Bay head lies outside the identified activity area. Like the Council, we are actively working to

restore manu ngahere and manu moana in this landscape. Any activity in the area should be managed so as not to disturb or adversely impact native wildlife (on land or sea). We would expect this to be reflected in licence conditions and operator codes of practice.

Sites of significance and vehicle use

We are unsure exactly where operators intend to land, including any potential beach landing areas. There are sites of significance in and around the bay, and we would not want these disturbed by equipment, repeated foot traffic, or large vehicles accessing the shoreline or adjacent areas. We ask that CCC ensures these values are identified and appropriately protected in any licensing and management framework.

Working farm and pest control operations

Te Kaio is an actively managed "carbon" farm. Spraying, pest control (including shooting) and trapping occur across our property. As is the case for most Horomaka properties. It is therefore imperative that any access to our land is strictly controlled and follows our health and safety requirements. Access is not permitted without prior approval from Te Kete o Wairewa and/or its site manager (Tautoru Project Lead). We ask that this is made explicit to operators and included in any documentation referencing adjacent land.

Future applicability to other Council lands

Finally, could you please clarify whether the Council anticipates that paragliding will also be considered or permitted in future on the Onshore Regional Park? It would be helpful for us to understand the broader strategic intent for adventure and recreational activities in this wider area.

We hope this feedback can be considered as you finalise the licences and any related conditions. If you would like to discuss any of these points further or if a site visit with our representatives might be beneficial, please feel free to let us know.

Ngā mihi nui,



Ana Verdult
Chair, Te Kete o Wairewa Ltd
0212509000

From: Wairewa GM <Wairewa.GM@ngaitahu.iwi.nz>
Sent: Wednesday, 26 November 2025 4:33 pm
To: Dawson, Felix <Felix.R.Dawson@ccc.govt.nz>
Cc: Treaty Relationships <TreatyRelationships@ccc.govt.nz>; Ana Verdult <Ana.Verdult@ngaitahu.iwi.nz>
Subject: RE: Consideration of granting licences to Paragliding Schools for takeoff from Te Oka Reserve

Some people who received this message don't often get email from wairewa.gm@ngaitahu.iwi.nz. [Learn why this is important](#)

Tēnā koe Feix/koutou mā

Please find attached a copy of our Te Kete Chair response to the resource consent process re paragliding applications near Te Oka/Wairewa to CCC. Please confirm receipt by return and any follow up advice for how our concerns have been noted.

Ngā mihi,

Kym Hamilton (Ngā Rauru, Ngāti Kahungunu, Ngāti Raukawa)

Manahautū | General Manager

Wairewa Rūnanga Inc Soc

PO Box 10020, Phillipstown, Christchurch 8145

0800 WAIREWA (924 7392)

www.wairewamarae.co.nz

www.facebook.com/wairewa



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Dawson, Felix

From: Gordon, Marie
Sent: Monday, 2 February 2026 1:28 pm
To: Dawson, Felix
Subject: FW: Paragliding licences

Here is the advice regarding H & S

From: Wijnveld, Will <Will.Wijnveld@ccc.govt.nz>
Sent: Tuesday, 14 October 2025 4:27 pm
To: Dawson, Felix <Felix.R.Dawson@ccc.govt.nz>; Gibbs, Rob <Rob.Gibbs@ccc.govt.nz>
Cc: Gordon, Marie <Marie.Gordon@ccc.govt.nz>; Connell, Chris <Christopher.Connell@ccc.govt.nz>
Subject: RE: Paragliding licences

Hi Felix,

In my view the Council will be a PCBU for the purposes of the licence, however our level of control is very limited given we have no practical control of the activity and the health and safety requirements of operators are overseen by the NZHGPA. I understand our H&S obligations may also change once the licensee's activities become airborne, but I think we can disregard that for the meantime.

I would be comfortable with the audit clauses being removed, although I would prefer there was a requirement for the licensees to notify the Council of any notifiable events. The Council should also retain any requirements for the licensee to comply with the HSWA generally (~~_____~~)

Happy to discuss.

Thanks
Will

Will Wijnveld

Senior Legal Counsel– Commercial and Property
Te Ratonga Ture me te Manapori – Legal Services



03 941 6780



Will.Wijnveld@ccc.govt.nz



Te Hononga Civic Offices, 53 Hereford Street, Christchurch



PO Box 73015, Christchurch 8154



ccc.govt.nz



Licence Proposal – Christchurch City Council



10 Worksafe letter

11 November 2021

Nick Taber
New Zealand Hang Gliding and Paragliding Association
C/ - 27 Strathaven Place
Atawhai
Nelson
7010

Dear Nick

I'm writing in response to your request to review the status of the New Zealand Hang Gliding and Paragliding Association (NZHGPA) Hang Gliding and Paragliding activities (the activities) under the Health and Safety at Work (Adventure Activities) Regulations 2016. [the Regulations].

On 04 October 2021 you provided WorkSafe with information about the activities. I have considered that information, and other information available to me from Worksafe Guidance '[What do we mean by 'adventure activity'](#)' 09 September 2021 and the Worksafe NZ website [What we mean by adventure activity | WorkSafe](#). I have also consulted with Paula Moore from Civil Aviation Authority (CAA) and a colleague within the Health & Technical Services Team.

The Regulations outline criteria to determine what constitutes an 'adventure activity'. The criteria are set out in regulation 4 of the Regulations. I have considered them in light of the information available to me about your activity. The criteria and my notes on them are attached as appendix 1.

On that basis, it appears that at this time New Zealand Hang Gliding and Paragliding Association **is not** an adventure activity operator (as defined by the Regulations) because:

- Parachuting and Hang gliding are not Land or Water based activities
- Hang gliding and Paragliding are described as Adventure Aviation on our website. Adventure Aviation is subject to CAA rules AND
- New Zealand Hang Gliding and Paragliding Association is registered as an Incorporated society, registered associations of this nature are currently not subject to the regs

[I must advise you that it is an offence under regulation 8 of the Regulations to provide an adventure activity when not registered to do so.

Please review this letter carefully, including the information documented in appendix 1. If the circumstances of the activity as I have outlined them are not accurate, or if you consider that there is other information that may materially affect my view, please contact me immediately.

It remains your responsibility to determine if New Zealand Hang Gliding and Paragliding Association is subject to the Regulations and accordingly whether you are required to apply for registration; and to obtain the legal and professional advice you need to do so. However, if we do not hear further from you within 10 working days from the date of this letter, we will record that New Zealand Hang Gliding and Paragliding Association is **NOT SUBJECT** to the Regulations.

WORKSAFE
Mahi Haumarū Aotearoa

Level 6, 86 Customhouse Quay
PO Box 165, Wellington 6140

0800 030 040 [worksafe.govt.nz](https://www.worksafe.govt.nz)

NZBN 9429041926437

Version: 1.0

Date: 14 August 2025

37

13. Community Parks Rolling Renewal Programme

Reference Te Tohutoro: 25/2090209

Responsible Officer(s) Te Bridie Gibbings, Manager Operations – Capital Development

Pou Matua: Community Parks

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 seek approval to the amended Te Pataka o Rakaihautu Banks Peninsula Community Parks Rolling Renewal Programme FY26-FY29.
- 1.2 This approval will confirm the proposed four-year programme and lock in the programme for FY27, incorporating the changes proposed by members Te Pataka o Rakaihautu Banks Peninsula Community Board (Attachment A).
- 1.3 The report has been generated by staff and includes the proposed Community Parks Rolling Renewal Programme for FY26–FY29, incorporating feedback from the Te Pataka o Rakaihautu Banks Peninsula Community Board members.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Community Parks Rolling Renewal Programme 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 Te Pataka o Rakaihautu Banks Peninsula Community Boards Community Parks Rolling Renewal Programme (Attachment A).

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 The Community Parks Capital Rolling Renewal Programme provides a structured approach to maintaining and renewing park assets, ensuring they remain safe, functional, and fit for purpose. Asset renewals are prioritised primarily on condition, with the highest priority given to assets in poor condition or presenting safety risks. Additional factors, including community use, asset importance, and age, are also considered in determining renewal priorities.
- 3.2 Programme delivery is further informed by cost, funding availability, project timing, and statutory or legal requirements. This enables a coordinated and efficient approach to renewal across the parks network.
- 3.3 Staff presented the draft programme to the Community Board to seek feedback on local priorities. The programme has subsequently been refined to incorporate this feedback, ensuring alignment with both community expectations and Council objectives.
- 3.4 The projects included in the Community Parks Rolling Renewal Programme are as follows:
 - Community Parks - Planned Play Item Renewals (#64749)
 - Community Parks Green Asset Renewals (#43687)
 - Community Parks Hard Surface Renewals (#43686- Footpaths and Carparks.

4. Background/Context Te Horopaki

- 4.1 During the deliberation of the FY2024–25 Annual Plan, elected members expressed concerns about the lack of visibility into individual renewal candidates within the Parks Rolling Renewal Programmes. In response, the Parks Unit committed to visiting all Community Boards annually to gather feedback on the proposed Rolling Renewal Programmes.
- 4.2 Last year staff presented the draft Parks Rolling Renewal Programmes to seek feedback on the plan. Requested alternations by the community board members were implemented.
- 4.3 To enhance transparency in the Rolling Renewal Programme, staff amended the process so that the programme is formally agreed once all requested alterations have been implemented.
- 4.4 Staff attended the Te Pataka o Rakaihautu Banks Peninsula Community Boards Workshop on 24 July 2025 to present the draft Community Park Rolling Renewal Programme (Attachment B). The board was given one month to submit feedback on the programme, including any suggested amendments.
- 4.5 Staff did not receive any amendments to the Community Parks Rolling Renewal FY26-FY29 draft plan.
- 4.6 The following related information session/workshops have taken place for the members of the meeting:

Date	Subject
13/08/2025	Draft Rolling Renewal Programme
25/08/2025	https://christchurch.infocouncil.biz/Open/2025/08/ISTP_20250825_AGN_10051_AT.PDF

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.7 The following reasonably practicable options were considered and are assessed in this report:
 - 4.7.1 The Community Board approve the proposed Community Parks Rolling Renewal Programme FY26-FY29.
 - 4.7.2 The Community Board does not approve the proposed Community Parks Rolling Renewal Programme FY26-FY29 and requests that staff consider further amendments.
- 4.8 The following options were considered but ruled out:
 - 4.8.1 Do not renew the proposed assets – choosing not to renew these assets would pose a risk to public safety and reduce levels of service.

Options Descriptions Ngā Kōwhiringa

- 4.9 **Preferred Option:** The Community Board adopt the proposed Community Parks Rolling Renewal Programme FY26-FY29.
 - 4.9.1 **Option Description:** Approve the proposed programme.
 - 4.9.2 Option Advantages
 - The assets identified for renewal that have come to the end of their life can be renewed to ensure levels of service are met.

- Engagement with the Community Board ensures the programme reflects local priorities and expectations.
- The structured process, including formal agreement after requested alterations, enhances transparency and accountability in how renewal decisions are made.

4.9.3 Option Disadvantages

There are no specific disadvantages to this option.

4.10 **Option Two:** The Community Board does not approve the proposed Community Parks Rolling Renewal Programme FY26-FY29.

4.10.1 **Option Description:** The Community Board does not approve the proposed Community Parks Rolling Renewal Programme FY26-FY29 and requests that staff consider further amendments.

4.10.2 Option Advantages

- Further investigation into the reprioritisation of asset renewal can take place

4.10.3 Option Disadvantages

- Delay to the asset renewal programme, potentially resulting in budget underspend

Analysis Criteria Ngā Paearu Wetekina

4.11 The programme is evaluated against key criteria to ensure safe, efficient, and community-focused asset renewal:

4.11.1 **Safety & Asset Condition:** High priority given to assets in poor condition or posing safety risks

4.11.2 **Community Use & Importance:** Assets supporting significant community activity are prioritised to maintain service levels

4.11.3 **Cost, Funding & Timing:** Renewal projects are assessed for feasibility, funding availability, and coordinated delivery

4.11.4 **Legal Compliance:** All renewals meet statutory and health and safety requirements.

4.11.5 **Community Feedback:** The programme has been refined based on Community Board input to reflect local priorities

4.11.6 **Long-Term Sustainability:** Planned renewals extend asset life and reduce reactive maintenance costs.

4.12 The rolling renewal programme provides a transparent, structured, and sustainable approach, balancing immediate safety and service needs with long-term asset management and community expectations.

5. Financial Implications Ngā Hiraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option	Option 2
Cost to Implement		
Community Parks - Planned Play Item Renewals (#64749)	Budget available across financial years 26-29 - \$1,027,176	Budget available across financial years 26-29 - \$1,027,176

Community Parks Green Asset Renewals (#43687)	Budget available across financial years 26-29 - \$3,186,378	Budget available across financial years 26-29 - \$3,186,378
Community Parks Hard Surface Renewals (#43686 - Footpaths and Carparks)	Budget available across financial years 26-29 - \$3,440,391	Budget available across financial years 26-29 - \$3,440,391
Maintenance/Ongoing Costs	N/A – No change	N/A – No change
Funding Source; 73980, 64749, 43687, 43686		
Funding Availability		
Impact on Rates	No Impact	No Impact

- 5.1 It is important to note that the above costs allocated to implementing the renewal programme are estimates. Costs are allocated at the programme level once work has been competitively priced.

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 In relation to construction, no specific risks have been identified other than those ordinarily associated with managing work in a public park environment

Legal Considerations Ngā Hiraunga ā-Ture

- 6.2 Statutory and/or delegated authority to undertake proposals in the report:
- 6.2.1 Under the Reserves Act, staff hold the delegation to renew assets within an existing reserve that does not alter the original landscape. However, staff are seeking approval from the Te Pataka o Rakaihautu Banks Peninsula Community Board Community for the rolling renewal programme, to provide greater transparency in the renewal process.
- 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 decision aligns with
- 6.4.1 The Christchurch City Council’s Strategic Framework that our residents have the opportunity to actively participate in community and city life, have a strong sense of belonging and identity, and feel safe.
- 6.4.2 Is consistent with Council’s Plans and Policies: Physical Recreation and Sports Strategy 2022.
- 6.4.3 Are assessed as low significance based on the Christchurch City Council’s Significance and Engagement Policy.
- 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: 6.0.1 All Community Parks are managed and maintained in a clean, tidy, safe, functional, and equitable manner (Maintenance) - 90% Maintenance Plan key performance indicators are achieved

- Level of Service: 6.8.2.3 Parks are managed and maintained in a clean, tidy, safe, functional, and equitable manner (Asset Performance) - At least 90% of parks and associated public recreational assets are available for safe public use during opening hours

Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.7 No community feedback and been sought, as the programme does not increase levels of service and renewed assets are replaced like for like.
- 6.8 Staff will initiate community consultation to the Play Space Renewal Projects

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 decision affects the following wards/Community Board area: Te Pataka o Rakaihautu Banks Peninsula.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.12 The decisions in this report are likely to:
 - 6.12.1 Contribute **positively** to adaptation to the impacts of climate change.
 - 6.12.2 Contribute **positively** to emissions reductions.
- 6.13 Widespread planting of shrubs, grasses, wetlands species, and groundcovers play an important role in mitigating climate change.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 Once the programme is adopted, staff will begin scoping future locations for both green asset and hard asset renewals and will initiate early engagement on upcoming playground renewals.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Proposed Rolling Renewal Program	25/2073200	93
B 	Draft Rolling Renewal Programme (not amended)	25/1381270	95

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

Document Name - Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Bridie Gibbings - Manager Operations - Parks Development
Approved By	Rupert Bool - Head of Parks

Te Pātaka o Rākaihautū Banks Peninsula
Draft Community Board Rolling Renewal Programme

Play and Recreation Facilities (#61777; #61794)			
Community Parks - Planned Play Item Renewals (#64749)			
FY26	FY27	FY28	FY29
Le Bons Bay Domain		James Dr Reserve	Kaituna Reserve(slide)
		Birdlings Flat	
Gardens			
Community Parks Green Asset Renewals (#43687)			
FY26	FY27	FY28	FY29
Akaroa Recreation Ground - Complete	Takamatua Stream Esplanade Reserve	Cholmondeley Reserve	Heritage Park Little River
Jubilee Park - Complete	Takamatua Foreshore	Governors Bay Community Centre and Pool	Jervois Close Park
Akaroa Boat Park - Complete	Stoddart Point Reserve	Diamond Harbour Cemetery	Purau Foreshore
Heritage Park Little River - Complete	Allandale Domain	Park Terrace Reserve	Kirk Park
Walnut Place Reserve - Complete	Little River Cemetery	Le Bons Bay Domain	Coastal Cliff Reserve
Oxford Street Reserve	Little River Education House	Wainui Cemetery	James Dr Reserve
	Duvauchelle Showgrounds	French Farm Reserve	Laurenson Park
		Allandale Layby	
Footpaths and Carparks			
Community Parks Hard Surface Renewals (#43686 - Footpaths and Carparks)			
FY26	FY27	FY28	FY29
Cholmondeley Reserve	Cressy Terrace Tennis Courts	Church Bay	Charteris Bay Boat Ramp
Awa-iti Domain	Baden Norris Reserve	Coastal Cliff Reserve	Purau Foreshore
Cass Bay Walkway	Little Akaloa Streamside Reserve	Stanley Park	Lyttelton Recreation Ground
Rawhiti Street Park	Sandy Beach Road Reserve	Pigeon Bay BoatPark	
Park Terrace Reserve	Kowhai Grove Esplanade Reserve	Lyttelton Cemetery	
Rawhiti Street Reserve	Police Reserve		
Stoddart Point Reserve			

Individual projects containing play space, green or hard surface asset renewals			
FY26	FY27	FY28	FY29
Port Levy Redevelopment (#17916)	Port Levy Redevelopment (#17916)		
Akaroa Recreation Ground - Tennis Courts Renewal (#65127)			
Stoddart Point Reserve and Kirk Park - Play Space Renewal (#65004)			
Corsair Bay Reserve Play Space Renewal (#73987)			
Cass Bay Play Space Renewal (#73988)			
CP-Public Toilets_Banks Peninsula facilities renewals (#65442)			
Purau Foreshore & Reserves Development (#18100)	Purau Foreshore & Reserves Development (#18100)		
Park Terrace Reserve (Magazine Bay) Renewal (#43954)			
Stoddart Point Youth Play Space Development (#74021)	Stoddart Point Youth Play Space Development (#74021)		

Play and Recreation Facilities (#61777; #61794)			
Community Parks - Planned Play Item			
FY26	FY27	FY28	FY29
Le Bons Bay Domain		James Dr Reserve	Kaituna Reserve(slide)
		Birdlings Flat	
Gardens			
Community Parks Green Asset Renewals			
FY26	FY27	FY28	FY29
Akaroa Recreation Ground - Complete	Takamatua Stream Esplanade Reserve	Cholmondeley Reserve	Heritage Park Little River
Jubilee Park - Complete	Takamatua Foreshore	Governors Bay Community Centre and Pool	Jervois Close Park
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Heritage Park Little River - Complete	Allandale Domain	Park Terrace Reserve	Kirk Park
Walnut Place Reserve - Complete	Little River Cemetery	Le Bons Bay Domain	Coastal Cliff Reserve
Oxford Street Reserve	Little River Education House	Wainui Cemetery	James Dr Reserve
	Duvauchelle Showgrounds	French Farm Reserve	Laurenson Park
		Allandale Layby	
Footpaths and Carparks			
Community Parks Hard Surface Renewals (#43686 - Footpaths and Carparks)			
FY26	FY27	FY28	FY29
Cholmondeley Reserve	Cressy Terrace Tennis Courts	Church Bay	Charteris Bay Boat Ramp
Awa-iti Domain	Baden Norris Reserve	Coastal Cliff Reserve	Purau Foreshore
Cass Bay Walkway	Little Akaloa Streamside Reserve	Stanley Park	Lyttelton Recreation Ground
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Rawhiti Street Reserve	Police Reserve		
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Individual projects containing play space, green or hard surface asset renewals			
FY26	FY27	FY28	FY29
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Stoddart Point Reserve and Kirk Park - Play Space Renewal (#65004)			
Corsair Bay Reserve Play Space Renewal (#73987)			
Cass Bay Play Space Renewal (#73988)			
CP-Public Toilets_Banks Peninsula facilities renewals (#65442)			
Purau Foreshore & Reserves Development (#18100)	Purau Foreshore & Reserves Development (#18100)		
Park Terrace Reserve (Magazine Bay) Renewal (#43954)			
Stoddart Point Youth Play Space Development (#74021)	Stoddart Point Youth Play Space Development (#74021)		

14. 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
Steadfast Park-Proposed lease-Cass Bay Residents Association	7 August 2023	27 February 2026	Parks	Planning & Policy
Public Forum - Former Lyttelton Borough Stables	8 December 2025	9 March 2026	Parks	Management
Public Forum - Freedom Camping Extension of Area in Duvauchelle	8 December 2025	9 March 2026	Strategic Policy & Resilience	Policy Team
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

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
Kukupā Hostel - Request for Proposals, Results and Future Use	15 August 2022	31 July 2026	11 February 2026	Parks	Management
Public Forum - Little River Wairewa Walkway	9 June 2025	24 April 2026	12 February 2026	Parks	Regional Parks
Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - August 2025	11 August 2025	31 March 2026	12 February 2026	Parks	Asset Management