

Banks Peninsula Community Board
OPEN MINUTES

Date: Monday 12 February 2018
Time: 10am
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

Present

Deputy (Acting) Chairperson	Pam Richardson
Members	Felix Dawson
	Janis Haley
	John McLister
	Jed O'Donoghue
	Tori Peden
	Andrew Turner

12 February 2018

Joan Blatchford
Manager Community Governance, Banks Peninsula/Lyttelton
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Penelope Goldstone
Manager Community Governance, Banks Peninsula/Akaroa
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- Part A Matters Requiring a Council Decision
Part B Reports for Information
Part C Decisions Under Delegation
-

Mihi/Karakia Timatanga: John McLister

The agenda was dealt with in the following order.

1. Apologies

Part C

Community Board Resolved BKCB/2018/00001

An apology for absence was received and accepted from Christine Wilson.

Andrew Turner/Jed O'Donoghue

Carried

2. Declarations of Interest

Part B

There were no declarations of interest recorded.

3. Confirmation of Previous Minutes

Part C

Community Board Resolved BKCB/2018/00002

Community Board Decision

That the minutes of the Banks Peninsula Community Board meeting held on Monday, 11 December 2017 be confirmed, with the following amendment to item 15 Elected Members' Information Exchange:

"15.1 The Board heard ... parking restrictions in the *nine parking spaces* ~~parking area~~ opposite the Akaroa Library."

Tori Peden/Jed O'Donoghue

Carried

4. Public Forum

Part B

The following public forum presentations were received:

4.1 Ian Knewstubb - Signal Box Access

Mr Knewstubb, chairman of the Norwich Quay Society, requested access to the signal box, which is under Council administration to enable the historic yacht *Kiaora* to be repaired. He also made some suggestions regarding improvements and maintenance to the Baden Norris Reserve.

The Board **agreed** to support this initiative and requested that staff follow-up directly with Mr Knewstubb regarding access to the signal box.

4.2 John Wright – Akaroa Fishermen’s Association – Akaroa Wharf

Mr Wright from the Akaroa Fishermen’s Association, spoke regarding the Association’s submission to the Council’s Long Term Plan around repairs and expansion to the Akaroa Wharf.

The Board **agreed** to:

1. Consider the submission of the Akaroa Fishermens Association to the Long Term Plan when it discusses its submission to the Plan;
2. Request that staff follow-up on immediate health and safety concerns around repairs to the wharf and report back to the Board on progress.

5. Deputations by Appointment

Part B

5.1 Ms Elizabeth Graham – Lyttelton Pedestrian Improvements

Ms Graham did not attend the meeting as she had indicated her concerns had been addressed in the staff report to the Board.

6. Presentation of Petitions

Part B

There was no presentation of petitions.

7. Reserve Management Committee

Community Board Resolved BKCB/2018/00003

Staff recommendation adopted without change.

Part B

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committee meetings:
 - Okains Bay Reserve Management Committee Minutes 10 October 2017
 - Duvauchelle Reserve Management Committee Minutes 16 October 2017
 - Diamond Harbour Reserves Management Committee Minutes 31 October 2017
 - Ataahua Reserve Management Committee Minutes 20 November 2017
 - Duvauchelle Reserve Management Committee Minutes 20 November 2017
 - Cass Bay Reserves Management Committee Minutes 7 December 2017
 - Duvauchelle Reserve Management Committee Minutes 18 December 2017

John McLister/Jed O'Donoghue

Carried

8. Akaroa Museum Advisory Committee 23 November 2017 Minutes

Community Board Resolved BKCB/2018/00004

Staff recommendation adopted without change.

Part B

That the Banks Peninsula Community Board:

1. Receive the minutes from the meeting of the Akaroa Museum Advisory Committee held on 23 November 2017.

Janis Haley/Andrew Turner

Carried

9. Community Organisation Report

Community Board Resolved BKCB/2018/00005

Staff recommendation adopted without change.

Part B

That the Banks Peninsula Community Board:

1. Receive the minutes of the Orton Bradley Park Board Meeting held on 27 June 2017.

Felix Dawson/John McLister

Carried

10. Whakaraupō/Lyttelton Harbour Catchment Management Plan

Community Board Resolved BKCB/2018/00006

Staff Recommendation accepted without change.

Part C

That the Banks Peninsula Community Board:

1. Receive the information in the Whaka-Ora Healthy Harbour, Ki Uta Ki Tai, Whakaraupō/Lyttelton Harbour Catchment Management Plan report.

Jed O'Donoghue/John McLister

Carried

Community Board Decided BKCB/2018/00007

Part A

That the Banks Peninsula Community Board recommend that the Council:

1. Adopt the Whaka-Ora Healthy Harbour, Ki Uta Ki Tai, Whakaraupō/Lyttelton Harbour Catchment Management Plan.

Jed O'Donoghue/John McLister

Carried

11. Lyttelton (Oxford Street/Winchester Street) Pedestrian Improvements and Minor Bus Stop Changes

Board Consideration

The Board was concerned at the proposed loss of on street parking if Option 1 (as recommended by staff) was implemented. Therefore after balancing safety improvements against the overall loss of parking, in an area where parking was already at a premium, members decided to support Option 2.

Staff Recommendations

That the Banks Peninsula Community Board:

3.1 approve Option 1

1. Note that for the purposes of the following resolutions: (1) an intersection is defined by the position of kerbs on each intersecting roadway; and (2) The resolution is to take effect from the commencement of physical road works associated with the project as detailed in this report; and (3) if the resolution states "Note 1 applies", any distance specified in the resolution relates the kerb line location referenced as exists on the road immediately prior to the Community Board meeting of the 12th February 2017; and (4) If the resolution states "Note 2 Applies", any distance specified in the resolution relates the approved kerb line location on the road resulting from the resolution as approved.
2. Revoke all existing parking and stopping restrictions on the north side of Winchester Street, commencing at intersection with Oxford Street and extending in a westerly direction for a distance of 21 metres. Note 1 Applies.
3. Revoke all existing parking and stopping restrictions on the south side of Winchester Street, commencing at intersection with Oxford Street and extending in a westerly direction for a distance of 9 metres. Note 1 Applies.
4. Revoke all existing parking and stopping restrictions on the west side of Oxford Street, commencing at intersection with Winchester Street and extending in a southerly direction for a distance of 20.5 metres. Note 1 Applies.
5. Revoke all existing parking and stopping restrictions on the west side of Oxford Street, commencing at intersection with Winchester Street and extending in a northerly direction for a distance of 16 metres. Note 1 Applies.
6. Revoke all existing parking and stopping restrictions on the east side of Oxford Street, commencing at intersection with Sumner Road and extending in a northerly direction for a distance of 120 metres. Note 1 Applies.
7. Revoke all existing parking and stopping restrictions on the south side of Sumner Road, commencing at intersection with Oxford Street and extending in a easterly direction for a distance of 24 metres. Note 1 Applies.
8. Approve that the stopping of vehicles be prohibited on the north side of Winchester Street, commencing at intersection with Oxford Street and extending in a westerly direction for a distance of 10.5 metres. Note 2 Applies
9. Approve that the stopping of vehicles be prohibited on the south side of Winchester Street, commencing at intersection with Oxford Street and extending in a westerly direction for a distance of 10.5 metres. Note 2 Applies
10. Approve that the stopping of vehicles be prohibited on the west side of Oxford Street, commencing at intersection with Winchester Street and extending in a southerly direction for a distance of 15 metres. Note 2 Applies

11. Approve that the parking of vehicles be restricted to the residents with an approved authorised residents parking permit, prominently displayed in the vehicle, in accordance with section 6.4 of the Land Transport (Road User) Rule 2004. This restriction is to apply at any time and be located on the west side of Oxford Street commencing at a point 15 metres south of its intersection with Winchester Street and extending in a southerly direction for a distance of 6 metres. Note 2 Applies
12. Approve that the stopping of vehicles be prohibited on the west side of Oxford Street, commencing at intersection with Winchester Street and extending in a northerly direction for a distance of 18.5 metres. Note 2 Applies
13. Approve that the stopping of vehicles be prohibited on the east side of Oxford Street, commencing at intersection with Sumner Road and extending in a northerly direction for a distance of 28 metres. Note 1 Applies.
14. Approve that the parking of vehicles on the eastern side of Oxford Street commencing at a distance of 28 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 25.5 metres, be restricted to a maximum parking time of three minutes. This restriction is to apply between the times of 8.15am and 9.15 am and 2.30pm and 3.30pm on school days only.
15. Approve that the parking of vehicles on the eastern side of Oxford Street commencing at a distance of 28 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 25.5 metres, be restricted to a maximum parking time of 120 minutes. This restriction is to apply during standard hours of 8am to 6pm Monday to Sunday, except for 8.15 to 9.15am and 2.30 to 3.30pm on school days, and parking limit lines be installed within this area once the extent of the vehicle crossings are confirmed.
16. Approve that the Stopping of vehicles be prohibited on the east side of Oxford Street, commencing at a point 53.5 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 6.5 metres. Note 1 Applies.
17. Approve that a bus stop be created on the east side of Oxford Street commencing at a point 60 metre north of its intersection with Sumner Road and extending in a northerly direction for a distance of 15 Metres. Note 1 Applies.
18. Approve that the Stopping of vehicles be prohibited on the east side of Oxford Street, commencing at a point 75 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 14.5 metres. Note 1 Applies.
19. Approve that the parking of vehicles on the eastern side of Oxford Street commencing at a distance of 89.5 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 5.5 metres, be restricted to a maximum parking time of three minutes. This restriction is to apply between the times of 8.15am and 9.15 am and 2.30pm and 3.30pm on school days only.
20. Approve that the parking of vehicles on the eastern side of Oxford Street commencing at a distance of 89.5 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 5.5 metres, be restricted to a maximum parking time of 120 minutes. This restriction is to apply during standard hours of 8am to 6pm Monday to Sunday, except for 8.15 to 9.15am and 2.30 to 3.30pm on school days, and parking limit lines be installed within this area once the extent of the vehicle crossings are confirmed.
21. Approve that the Stopping of vehicles be prohibited on the east side of Oxford Street, commencing at a point 95 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 18 metres. Note 1 Applies.
22. Approve that the parking of vehicles on the eastern side of Oxford Street commencing at a distance of 113 metres north of its intersection with Sumner Road and extending in a northerly

direction for a distance of 30 metres, be restricted to a maximum parking time of three minutes. This restriction is to apply between the times of 8.15am and 9.15 am and 2.30pm and 3.30pm on school days only.

23. Approve that the parking of vehicles on the eastern side of Oxford Street commencing at a distance of 113 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 30 metres, be restricted to a maximum parking time of 120 minutes. This restriction is to apply during standard hours of 8am to 6pm Monday to Sunday, except for 8.15 to 9.15am and 2.30 to 3.30pm on school days, and parking limit lines be installed within this area once the extent of the vehicle crossings are confirmed.
24. Approve that the stopping of vehicles be prohibited on the south side of Sumner Road, commencing at intersection with Oxford Street and extending in an easterly direction for a distance of 24 metres. Note 1 Applies.
25. Approve the lane marking changes, kerb alignment changes and road surface changes, at the Winchester Street / Oxford Street, as detailed in Attachment A. Note 2 Applies.
26. Approve the lane marking changes, kerb alignment changes and road surface changes, at the Sumner Road / Oxford Street, as detailed in Attachment A. Note 2 Applies.
27. Approve the lane marking changes, kerb alignment changes and road surface changes on Oxford Street between its intersection with Sumner Road and Winchester Street, as detailed in Attachment A. Note 2 Applies.

Community Board Resolved BKCB/2018/00008

Part C

That the Banks Peninsula Community Board:

3.1 Approve Option 2

1. Note that for the purposes of the following resolutions: (1) an intersection is defined by the position of kerbs on each intersecting roadway; and (2) The resolution is to take effect from the commencement of physical road works associated with the project as detailed in this report; and (3) if the resolution states "Note 1 applies", any distance specified in the resolution relates the kerb line location referenced as exists on the road immediately prior to the Community Board meeting of the 12th February 2017; and (4) If the resolution states "Note 2 Applies", any distance specified in the resolution relates the approved kerb line location on the road resulting from the resolution as approved.
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25. Approve the lane marking changes, kerb alignment changes and road surface changes, at the Winchester Street / Oxford Street, as detailed in Attachment A. Note 2 Applies.
26. Approve the lane marking changes, kerb alignment changes and road surface changes, at the Sumner Road / Oxford Street, as detailed in Attachment A. Note 2 Applies.
27. Approve the lane marking changes, kerb alignment changes and road surface changes, on Oxford Street between its intersection with Sumner Road and Winchester Street, as detailed in Attachment A. Note 2 Applies.

Jed O'Donoghue/Andrew Turner

Carried

The Board **requested** that staff inform submitters of its final decision relating to Lyttelton pedestrian improvements .

Andrew Turner left the meeting at 10:29 a.m. and returned to the meeting at 10:40 a.m.

12. Banks Peninsula Community Board Discretionary Response Fund Report 12 February 2018

Community Board Resolved BKCB/2018/00009

Staff Recommendation accepted without change

Part C

That the Banks Peninsula Community Board:

1. Makes a grant of \$438 to the Little River Craft Station Inc. towards copy for the website.
2. Makes a grant of \$2,400 to the Diamond Harbour Youth and Community Trust towards the Diamond Harbour Youth Project.
3. Makes a grant of \$3,000 to the Canterbury Society of Arts t/a CoCA Centre of Contemporary Art towards the 2018 Wakaroa Pigeon Bay Art Trail.

John McLister/Tori Peden

Carried

13. Banks Peninsula Community Board Area Report

Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the Area Update for February 2018.
2. Appoint two members to attend one of the Community Waterway Workshops being held in February and March.
3. Schedule a meeting for Monday 5 March 2017 at 10am to consider the Urumau Reserve Development Plan.
4. Approve the appointment of David Kinnaird as the Akaroa District Promotions representative on the Akaroa Issues Working Party.

Community Board Resolved BKCB/2018/00010

Part B

That the Banks Peninsula Community Board:

1. Appoint Tori Peden to replace Christine Wilson as the Boards representative on the Summit Road - Proposed prohibited times on road restrictions, Hearings Panel.
2. Request that members advise staff if they wish to attend the Community Waterway Workshops being held in February and March.
3. Schedule a meeting for Monday 16 April 2018 at 10am to consider the Urumau Reserve Development Plan.
4. Approve the appointment of David Kinnaird as the Akaroa District Promotions representative on the Akaroa Issues Working Party.
5. Receive the Area Update for February 2018.

Janis Haley/Tori Peden

Carried

14. Elected Members' Information Exchange

Part B

Board members exchanged information on matters of current interest.

14.1 Le Bons Bay Toilets

The Board **requested** an update from staff on Banks Peninsula toilets including the Le Bons Bay toilets where several issues have been highlighted.

14.2 Steps to Akaroa Beach

The Board **requested** an update from staff on the heritage steps down to the Akaroa Beach, opposite Smith Street, which are damaged and appear to require significant renovation work.

14.3 Lyttelton Information Centre – Wendy Everingham

The Board heard that Wendy Everingham had resigned from the Lyttelton Information Centre after many years of service.

Community Board Resolved BKCB/2018/00011

The Board moved a vote of thanks to express its gratitude to Wendy Everingham for her years of work at the Lyttelton Information Centre, and to acknowledge that with a letter from the Board.

Felix Dawson/Jed O'Donoghue

Carried

14.4 Norman Kirk Memorial Pool

Community Board Resolved BKCB/2018/00012

The Board noted that the signage on the Lyttelton swimming pool should reflect the official name of the pool, being the *Norman Kirk Memorial Pool* and requested that staff arrange appropriate signage.

Jed O'Donoghue/John McLister

Carried

14.5 Birdlings Flat Bridge

The Board **requested** an update for the Board and the community on progress with the bridge being built at Bridling's Flat.

14.6 Harmans Track

The Board **requested** that staff review the signage at each end of Harmans Track to ensure travellers are aware that it is not suitable for smaller non four wheel drive vehicles.

14.7 Fire Storage Tanks

The Board **requested** information from staff on the need for a resource consent for rural fire storage tanks greater than 30,000 litres, when national regulations now required that the tanks be 35,000 litres.

14.8 Mark Thomson – Akaroa Volunteer Fire Brigade

The Board heard that Mark Thomson had recently been honoured for his 40 years service on the Akaroa Volunteer Fire Brigade

Community Board Resolved BKCB/2018/00013

The Board moved a vote of thanks to Mark Thomson to recognise his years of service to the Akaroa community through his work on the Akaroa Volunteer Fire Brigade and asked that this be acknowledged with a letter from the Board.

Janis Haley/Pam Richardson

Carried

Meeting concluded at 12:20pm.

CONFIRMED THIS 26TH DAY OF FEBRUARY 2018

PAM RICHARDSON
DEPUTY CHAIRPERSON