

## **Banks Peninsula Community Board OPEN MINUTES**

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**Date:** Monday 13 February 2017  
**Time:** 1pm  
**Venue:** Akaroa Sports Complex, Akaroa Recreation Ground,  
28 Rue Jolie, Akaroa

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### **Membership**

Chairperson	Christine Wilson
Deputy Chairperson	Pam Richardson
Members	Felix Dawson
	Janis Haley
	John McLister
	Jed O'Donoghue
	Tori Peden
	Andrew Turner - Deputy Mayor Christchurch City Council

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**13 February 2017**

Joan Blatchford  
Manager Community Governance, Banks Peninsula/Lyttelton  
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Penelope Goldstone  
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- Part A**      **Matters Requiring a Council Decision**  
**Part B**      **Reports for Information**  
**Part C**      **Decisions Under Delegation**
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**Karakia Timatanga:** John McLister.

The agenda was dealt with in the following order.

## **1. Apologies**

**Part C**

### **Apologies**

#### **Community Board Resolved BKCB/2017/00061**

It was resolved that apologies be accepted for early departure from Andrew Turner and Tori Peden, who were absent for Items 14 and 15.

Christine Wilson/Janis Haley

**Carried**

## **2. Declarations of Interest**

**Part B**

Pam Richardson declared an interest in Items 4.2, 7 and 11. Christine Wilson declared in interest in Item 11.

## **3. Confirmation of Previous Minutes**

**Part C**

#### **Community Board Resolved BKCB/2017/00062**

#### **Community Board Decision**

That the minutes of the Banks Peninsula Community Board meeting held on Monday, 30 January 2017 be confirmed.

Pam Richardson/Janis Haley

**Carried**

## **4. Deputations by Appointment**

**Part B**

### **4.1 Community Energy Action – Caroline Shone**

Caroline Shone, Chief Executive of Community Energy Action, briefed the Board on the work of the organisation, including what it does and what it has achieved.

Ms Shone tabled the “Healthy Homes Investing in Outcomes Report,” which found improvements in housing (especially insulation) had resulted in better physical and mental health and well-being.

The Board thanked Ms Shone for her deputation.

#### **4.2 Akaroa Health Hub Fundraising Committee – Paul de Latour and Alan Bradford**

The Chairman of the Akaroa Health Hub Fundraising Committee, Paul de Latour, and the Chairman of the Akaroa Health Hub Structure Group, Alan Bradford, spoke to an item of correspondence which the Committee has sent to the Board (refer to Item 7).

Mr de Latour requested that the Board support raising a targeted \$5 levy per cruise ship passenger to help fund a new health facility in Akaroa.

#### **Community Board Resolved BKCB/2017/00063**

##### **Part B**

That the Banks Peninsula Community Board:

1. Refer this matter for consideration as part of the Board's Annual Plan 2017/18 / Long Term Plan 2018/28 submission preparation.
2. Request that staff supply information regarding passenger usage of existing health facilities in Akaroa.
3. Thank Mr de Latour and Mr Bradford for their deputation.

Andrew Turner/Tori Peden

**Carried**

Pam Richardson declared an interest in this item and withdrew from the discussion and voting thereon.

#### **4.3 Little River Service Station - Rob Churcher**

Rob Churcher, new owner of the Little River Service Station, and his employee Alex Lee, introduced themselves to the Board. Mr Churcher outlined his plans for the service station site, and offered help with planned Council projects including those proposed in the *Little River – Big Ideas* Village Plan.

The Board thanked Mr Churcher for his offer of help and provided him with contact details for staff and community members involved in the development of ideas from the Plan.

The Board thanked Mr Churcher and Mr Lee for their deputation.

#### **4.4 Akaroa Wharf – Victoria Andrews**

Victoria Andrews addressed the Board regarding the loss of public space on the Akaroa Wharf, particularly in regard to the loss of the Fishermans Landing and the encroachment of buildings on to public areas of the wharf.

Ms Andrews requested that:

1. The Community Board request funding for reinstatement of Fisherman's Landing in its submission on the Annual Plan / Long Term Plan.
2. The Council state that no fuelling is allowed on Akaroa Wharf between 8.30am-6pm while the Wharf is in use by members of the public.
3. Staff carry out due diligence when dealing with issues that affect Akaroa and Banks Peninsula. The Community Board should be kept well informed through detailed and informative staff reports.
4. No further changes, alterations, additions or change of use be made to Akaroa Wharf until all parties including ratepayers have been consulted.

#### **Community Board Resolved BKCB/2017/00064**

In order to progress this matter, the Banks Peninsula Community Board requests that staff report back in one month on the following:

1. Information identifying all of the issues, including historic and legal matters, regarding structures, buildings and the use of public space on the Akaroa Wharf.
2. Legal consideration of the current situation and how this has occurred, and ways in which this might be resolved.
3. Options for next steps, including legal remedies, and development of a management plan or similar for the wharf.
4. A timeline of consenting, ownership, leasing, licensing and similar, by the Council and other bodies including the Regional Council.
5. That staff identify ways of working with users of the Akaroa Wharf to encourage cooperation between users.
6. Information on signage, including the application of style and design guidelines, the Akaroa Historic Area rules, and whether the signs are currently compliant with these.
7. In relation to the signage structures, ramps and canopies, consideration of whether these are:
  - a. In compliance with the building consent and Bylaw requirements.
  - b. Licensed to occupy the space.(If this is not the case what steps can be taken or have been taken to bring about compliance, including information on decision making process.)
8. Answers to each of the specific questions raised in the deputation.
9. An update on any progress on the refuelling issue raised in the deputation.

The Board thanked Victoria Andrews for her deputation.

Andrew Turner/Member Haley

**Carried**

## **5. Presentation of Petitions**

### **Part B**

There was no presentation of petitions.

## 6. Reserve Management Committees

The Board thanked all the Reserve Management Committees for their ongoing work and enthusiasm.

### Community Board Resolved BKCB/2017/00065

#### Community Board Decisions under Delegation (Original Staff Recommendation Accepted without Change)

##### Part B

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committee meetings:
  - Ataahua Reserve Management Committee Triennial Meeting – 28 November 2016
  - Lyttelton Reserves Management Committee Triennial Meeting – 5 December 2016
  - Duvauchelle Reserve Management Committee Ordinary Meeting – 12 December 2016
  - Duvauchelle Reserve Management Committee Triennial Meeting – 12 December 2016
  - Cass Bay Reserves Management Committee Triennial Meeting – 14 December 2016
  - Cass Bay Reserves Management Committee Achievements and Future Work – December 2016
  - Garden of Tāne Reserve Management Committee Triennial Meeting – 15 December 2016
  - Little Akaloa Reserve Management Committee Triennial Meeting – 29 December 2016
  - Stanley Park Reserve Management Committee Triennial Meeting – 29 January 2017

Christine Wilson/Andrew Turner

**Carried**

## 7. Correspondence

### Community Board Resolved BKCB/2017/00066

#### Community Board Decisions under Delegation (Original Staff Recommendation Accepted without Change)

##### Part B

That the Banks Peninsula Community Board:

1. Receive the information in the correspondence report dated 13 February 2017 from the Akaroa Health Hub Fundraising Committee.

Andrew Turner/Pam Richardson

**Carried**

Refer Item 4.2 for the Board's decision on this matter.

Pam Richardson declared an interest in this item and withdrew from the discussion and voting thereon.

## 8. London Street and Oxford Street Proposed Parking Changes

### Staff Recommendations

That the Banks Peninsula Community Board:

1. Approve that all stopping and parking restrictions on the western side of Oxford Street commencing at its intersection with Winchester Street and extending in a southerly direction for a distance of 110 metres to its intersection with London Street be revoked.
2. Approve that the stopping of vehicles be prohibited at any time on the western side of Oxford Street commencing at its intersection with Winchester Street and extending in a southerly direction for a distance of 14 metres.

#### **37 Oxford Street Residents' Only Parking**

3. Approve that the parking of vehicles be restricted to vehicles displaying residents' permits only at any time outside 37 Oxford Street, this being on the western side of Oxford Street commencing at a distance of 14 metres from its intersection with Winchester Street and extending in a southerly direction for a distance of six metres.

#### **33 Oxford Street Residents' Only Parking**

4. Approve that the parking of vehicles be restricted to vehicles displaying residents' permits only at any time outside 33 Oxford Street, this being on the western side of Oxford Street commencing at a distance of 42 metres from its intersection with Winchester Street and extending in a southerly direction for a distance of six metres.
5. Approve that the stopping of vehicles be prohibited at any time on the western side of Oxford Street commencing at a distance of 96 metres south of its intersection with Winchester Street and extending in a southerly direction for a distance of 14 metres to its intersection with London Street.

#### **London Street P5 parking spaces (Mon-Fri)**

6. Approve that all stopping and parking restrictions on the northern side of London Street commencing at a distance of 76 metres west of its intersection with Oxford Street and extending in a westerly direction for a distance of 12 metres be revoked.
7. Approve that parking be restricted to a maximum period of 5 minutes on the northern side of London Street commencing at a distance of 76 metres west of its intersection with Oxford Street and extending in a westerly direction for a distance of 12 metres. These restrictions are to apply Monday to Friday, excluding public holidays.

#### **London Street Motorcycle Park**

8. Approve that all stopping and parking restrictions on the southern side of London Street commencing at a distance of 14 metres west of its intersection with Oxford Street and extending in a westerly direction for a distance of 3.5 metres be revoked.
9. Approve that parking be restricted to motorcycles only on the southern side of London Street commencing at a distance of 14 metres west of its intersection with Oxford Street and extending in a westerly direction for a distance of 3.5 metres. This restriction is to be restricted to 90° angle parking.

### **Community Board Resolved BKCB/2017/00067**

#### **Part C**

That the Banks Peninsula Community Board:

1. Approve that all stopping and parking restrictions on the western side of Oxford Street commencing at its intersection with Winchester Street and extending in a southerly direction for a distance of 110 metres to its intersection with London Street be revoked.
2. Approve that the stopping of vehicles be prohibited at any time on the western side of Oxford Street commencing at its intersection with Winchester Street and extending in a southerly direction for a distance of 14 metres.

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Pam Richardson/Jed O'Donoghue

**Carried**

**9. Banks Peninsula Discretionary Response Report 13 February 2017**

**Community Board Resolved BKCB/2017/00068**

**Community Board Decisions under Delegation (Original Staff Recommendation Accepted without Change)**

**Part C**

That the Banks Peninsula Community Board:

1. Approves a grant of \$500 to Ann Toomey for the production and installation of a plaque to commemorate Collett's Corner.

Christine Wilson/John McLister

**Carried**

**Community Board Resolved BKCB/2017/00069**

**Community Board Decisions under Delegation (Original Staff Recommendation Accepted without Change)**

**Part C**

That the Banks Peninsula Community Board:

1. Approves a grant of \$2,000 to Project Lyttelton Incorporated for the Community Garden and Camera Replacement Project towards purchasing materials, equipment and builder's wages.

Andrew Turner/Jed O'Donoghue

**Carried**

John McLister was concerned at the cost that had been quoted for the purchase of a camera and asked that his vote against this resolution be recorded.

**10. Youth Development Report - Brianna Dalglish**

**Community Board Resolved BKCB/2017/00070**

**Community Board Decisions under Delegation (Original Staff Recommendation Accepted without Change)**

**Part C**

That the Banks Peninsula Community Board:

1. Approves a grant of \$150 from its 2016/17 Youth Development Fund to Brianna Dalglish towards the Outward Bound Course.

Christine Wilson/Janis Haley

**Carried**

**11. 2017 Community Board Chairpersons and Deputy Chairpersons Workshop**

Christine Wilson (Chairperson) and Pam Richardson (Deputy Chairperson) declared an interest in this item and withdrew from the discussion and voting thereon.

Nominations were called for the temporary position of Chairperson for the consideration of this report.

Andrew Turner was nominated by Janis Haley and seconded by Jed O'Donoghue. There being no further nominations Andrew Turner was declared temporary Chairperson and assumed the Chair.

**Community Board Resolved BKCB/2017/00071**

**Community Board Decisions under Delegation (Original Staff Recommendation Accepted without Change)**

**Part C**

That the Banks Peninsula Community Board:

1. Approve the attendance of Christine Wilson and Pam Richardson at the Community Board Executive Committee workshop for Chairpersons and their Deputies to be held in Christchurch on 25 February 2017.
2. Notes that the cost of \$100 per attendee will be met from the Board's operational funds.

Andrew Turner/Janis Haley

**Carried**

At the conclusion of the item, Christine Wilson resumed the Chair.

## **12. Banks Peninsula Community Board Area Report**

The Board requested that stories on the following topics be included on the Council's Newsline:

- Success of camping season
- Birdlings Flat Community Centre
- Akaroa Issues Working Party
- Akaroa Treated Wastewater Reuse Options Working Party
- Coronation Library in Akaroa
- Success of Lyttelton Pool season

The Board was advised that the refurbished Lyttelton Library is planned to re-open on 13 March 2017. The Lyttelton Service Centre will move to the Library. As previously communicated to the Board, there will be an integrated "service desk" in the Library. The hours for the new building will be 10am to 6pm, while historically the Service Centre hours have been 8.30am-5pm.

The Board expressed concern that the customer service desk's opening hours will ostensibly be reduced by 30 minutes each day.

The Board **decided** to request that staff provide urgent information on whether there is going to be any reduction in the opening hours for the Lyttelton, Akaroa and Little River Service Centres.

### **Community Board Resolved BKCB/2017/00072**

#### **Part B**

That the Banks Peninsula Community Board:

2. Receive the report.

Andrew Turner/Janis Haley

**Carried**

### **Community Board Resolved BKCB/2017/00073**

#### **Community Board Decisions under Delegation (Original Staff Recommendation Accepted without Change)**

##### **Youth Development Fund**

#### **Part B**

That the Banks Peninsula Community Board:

3. Establish a Youth Development Fund to be allocated directly from the Board's Discretionary Response Fund for the years 2016/17, 2017/18 and 2018/19.
4. Approve that the Youth Development Fund application form states that the purpose of the fund is:
  - To celebrate and support young people living in the Banks Peninsula area by providing financial assistance for their development; and
  - To provide an opportunity for the Community Board to acknowledge young people's effort, achievement and potential excellence in the community.
5. That the Banks Peninsula Community Board's Youth Development Fund application form states the following as eligible activities:
  - Personal Development and Growth – for example leadership training, career development, extra-curricular educational opportunities.
  - Representation at Events – Applicants can apply for assistance if you have been selected to represent your school, team or community at a local, national or international event or competition. This includes sporting, cultural and community events.
6. Approve that the Youth Development Fund application form states the following as eligible criteria:
  - Age groups 12-20 years.
  - Projects must have obvious benefits for the young person and if possible the wider community.
  - One successful application per applicant each year.
  - Applicants should be undertaking other fundraising activities and not be relying solely on Community Board support
  - Successful applicants will be required to report back on their experiences and benefits to the Community Board.

Pam Richardson/Jed O'Donoghue

**Carried**

### **Community Board Resolved BKCB/2017/00074**

### **Community Board Decisions under Delegation (Original Staff Recommendation Accepted without Change)**

### **2017 Meeting Schedule**

#### **Part B**

That the Banks Peninsula Community Board:

7. Amend its 2017 meeting schedule as follows:

Monday	10 July	1pm	Lyttelton	
Monday	24 July	1pm	Lyttelton	(followed by a seminar)
Monday	17 July	1pm	Lyttelton	
Monday	31 July	1pm	Lyttelton	(followed by a seminar)

Pam Richardson/Jed O'Donoghue

**Carried**

### 13. Banks Peninsula Reserve Management Committees - Membership 2016/2019 Triennial Term

#### Staff Recommendations

That the Banks Peninsula Community Board:

1. Approve the membership of the following Reserve Management Committees:
  - a. Ataahua
  - b. Awa-iti
  - c. Cass Bay
  - d. Duvauchelle
  - e. Garden of Tane
  - f. Le Bons Bay
  - g. Little Akaloa
  - h. Lyttelton Recreation Ground
  - i. Okains Bay
  - j. Stanley Park
2. Request that the Lyttelton Reserve Management Committee consider reducing the number of members appointed to its Committee.

#### Community Board Resolved BKCB/2017/00075

#### Part C

That the Banks Peninsula Community Board:

1. Approve the membership of the following Reserve Management Committees:
  - a. Ataahua
  - b. Awa-iti
  - c. Cass Bay
  - d. Duvauchelle
  - e. Garden of Tane
  - f. Le Bons Bay
  - g. Little Akaloa
  - h. Lyttelton Recreation Ground
  - i. Okains Bay
  - j. Stanley Park
2. Request that further discussion be held by the Lyttelton Reserve Management Committee regarding the number of members elected to its Committee.

Pam Richardson/Jed O'Donoghue

**Carried**

John McLister believed the Lyttelton Reserve Management Committee members should be approved as elected, and asked that his vote against this resolution be recorded.

<sup>y</sup>  
Andrew Turner and Tori Peden left the meeting at 4.05 pm.

## **14. Elected Member Information Exchange**

### **Part B**

#### **14.1 Cemetery Headstones**

##### **Community Board Resolved BKCB/2017/00076**

That the Banks Peninsula Community Board:

1. Request that staff advise whether a building consent is required to repair headstones in Council cemeteries, and report back to the Board.

Janis Haley/Pam Richardson

**Carried**

#### **14.2 Footpath Extension in Akaroa**

##### **Community Board Resolved BKCB/2017/00077**

That the Banks Peninsula Community Board:

1. Request that staff investigate options for improving pedestrian safety in Akaroa, including extension of a footpath on the upper portion of Rue Balguerrie.

Janis Haley/Pam Richardson

**Carried**

#### **14.3 Burglaries in Lyttelton and Diamond Harbour**

The Board was advised numerous vehicles have been broken into in Lyttelton and Diamond Harbour in the past week.

##### **Community Board Resolved BKCB/2017/00078**

That the Banks Peninsula Community Board:

1. Request an update from the Police and the Community Patrol on this matter.

Christine Wilson/Jed O'Donoghue

**Carried**

#### **14.4 Takamatua Seawall**

The Board was advised of community concerns that water washes over the Takamatua seawall during storms. It was suggested that the Board refer this matter for consideration as part of the Board's Annual Plan 2017/18 / Long Term Plan 2018/28 submission preparation.

#### **14.5 Rising Sea Level**

The Board was advised that community members are concerned with the impact of rising sea levels. It was suggested that the Board refer this matter for consideration as part of preparation of the Board Plan and its priorities.

#### **14.6 Britomart Memorial Reserve**

The Board was advised the memorial in the Britomart Reserve at Takapuneke needs to be repaired and questioned whether this would be included in the upcoming Takapuneke Reserve Management Plan. It was suggested that the Board refer this matter for consideration as part of the Board's Annual Plan 2017/18 / Long Term Plan 2018/28 submission preparation.

#### **14.7 Waitangi Day at Okains Bay**

The Board was advised that Waitangi Day celebrations at Okains Bay had been very successful and were attended by a large crowd.

### **15. Questions Under Standing Orders**

#### **Part B**

There were no questions under Standing Orders at this meeting.

**Meeting concluded at 4.35pm.**

**CONFIRMED THIS 27th DAY OF FEBRUARY 2017.**

**CHRISTINE WILSON**  
**CHAIRPERSON**