

Banks Peninsula Community Board AGENDA

Notice of Meeting:

An ordinary meeting of the Banks Peninsula Community Board will be held on:

Date: Monday 12 June 2017
Time: 1pm
Venue: Akaroa Sports Complex, Akaroa Recreation Ground,
28 Rue Jolie, Akaroa

Membership

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

7 June 2017

Joan Blatchford
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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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1. Apologies

At the close of the agenda no apologies had been received.

2. Declarations of Interest

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

That the minutes of the Banks Peninsula Community Board meeting held on [Monday, 22 May 2017](#) be confirmed (refer page 5).

4. Deputations by Appointment

4.1 St Johns Ambulance Service – Banks Peninsula

Craig Downing will speak on behalf of St Johns regarding the group's commitment to Banks Peninsula.

4.2 Little River Wairewa Community Trust

Robert Burch, the Chairman of the Trust, wishes to update the Board on the submission the Trust made to Council's Annual Plan process.

4.3 Akaroa Bowling Club

Representatives from the Akaroa Bowling Club wish to address the Board regarding the future of Yew Cottage, 40 Rue Jolie, Akaroa.

5. Presentation of Petitions

There were no petitions received at the time the agenda was prepared.

Banks Peninsula Community Board OPEN MINUTES

Date: Monday 22 May 2017
Time: 1:04pm
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

Present

| | |
|--------------------|----------------|
| Acting Chairperson | Pam Richardson |
| Members | Felix Dawson |
| | Janis Haley |
| | John McLister |
| | Jed O'Donoghue |
| | Tori Peden |
| | Andrew Turner |

22 May 2017

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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

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

An apology for early departure was received and accepted from Andrew Turner.

2. Declarations of Interest

Part B

John McLister declared an interest in Item 4.1 and abstained from any discussion and voting thereon.

3. Confirmation of Previous Minutes

Part C

Community Board Resolved BKCB/2017/00090

Community Board Decision

That the minutes of the Banks Peninsula Community Board meeting held on Monday, 8 May 2017 be confirmed, subject to the following changes:

- Item 10 (5) Add “for Lyttel Tumblers”
*Approve a grant of \$1,400 to the Royal New Zealand Plunket Society Canterbury Area Incorporated towards tutor fees and venue hire **for Lyttel Tumblers**.*
- Item 15.1 (c) Delete sentence and insert:
The insulation of the Ōtautahi Community Housing Trust units in Bruce Terrace.
- Item 15.2 Delete sentence and insert:
The Board heard that the cliff faces behind the Akaroa Fire Station, and those opposite the Akaroa Lighthouse, were degrading and appeared in need of urgent repair, along with the seawall in front of the Fire Station. Staff were asked to provide information to the Board on the condition of the cliff faces and seawall.
- Item 15.4 Amendment to read:
*The Board noted that a mature Akaroa resident had tripped over paving in Beach Road, Akaroa **and asked staff for an update on the safety of the pavers.***

Tori Peden/Janis Haley

Carried

4. Deputations by Appointment

Part B

4.1 Lyttelton Seafarers Centre

Reverend John McLister, Chairperson of the Lyttelton Seafarers Centre and Jessica Armstrong, Manager of the Centre spoke to the Board regarding the Centre not being able to provide sufficient cover under the Maritime Labour Convention that New Zealand had recently signed up to, because of the lack of funding which meant the Centre was run solely by volunteers. The Centre was also currently located in a transportable building on a temporary site, after having lost its previous building in the earthquakes.

They explained that other ports around New Zealand had a “port levy” which was a charge levied on every ship that used the port, which was then given to agencies that provided shore-based welfare facilities for visiting seamen.

Three organisations, the Mission to Seafarers, the Apostleship of the Sea and the Sailors Society, along with the Lyttelton Seafarers Charitable Trust were seeking support for the implementation of a port levy at Lyttelton, and asking the Board to seek Council support for a levy to be implemented by Lyttelton Port of Christchurch.

Board Consideration

Board members expressed support for the activities of the Lyttelton Seafarers Centre, which provided facilities for the 10,000 plus seafarers that visited Lyttelton each year.

Community Board Resolved BKCB/2017/00091

Part B

That the Banks Peninsula Community Board:

1. Request that staff report on legal, practical and other ways that the Council could support the implementation of a port levy in Lyttelton to help fund the Lyttelton Seafarers Centre.
2. Identify possible opportunities for Council land that could be used as a permanent site for the Seafarers Centre
3. Thanks John McLister and Megan Armstrong for their deputation.

Andrew Turner/Janis Haley

Carried

John McLister declared an interest in this item and abstained from the discussion and voting thereon.

5. Presentation of Petitions

Part B

There was no presentation of petitions.

6. Correspondence

Community Board Resolved BKCB/2017/00092 (Staff recommendation accepted without change)

Part B

That the Banks Peninsula Community Board receive the information in the Correspondence Report dated 22 May 2017

Jed O'Donoghue/Tori Peden

Carried

7. Proposed Speed Limit Changes and Parking Restrictions - Little River

Board Comment

1. The Board noted that Clauses 1-3 of the staff recommendations were resolved by the Banks Peninsula Community Board at its meeting on 10 April 2017.

Staff Recommendations

That the Banks Peninsula Community Board recommend that the Council:

1. Approve that pursuant to Section 5 of the Christchurch City Council Speed Limits Bylaw 2010, speed limits be revoked and set as listed in clauses 1.a- 1.k and include the resulting changes in the Christchurch City Register of Speed Limits and Speed Limit Maps:
 - a. Revoke the 70 kilometres per hour speed limit on Council Hill Road commencing at its intersection with Christchurch- Akaroa Road (SH-75) and extending in a westerly direction for a distance of 53 metres.
 - b. Approve that the speed limit on Council Hill Road be set at 60 kilometres per hour commencing at its intersection with Christchurch- Akaroa Road (SH-75) and extending in a westerly direction for a distance of 53 metres.
 - c. Revoke the 70 kilometres per hour speed limit on Morrisons Road commencing at its intersection with Christchurch- Akaroa Road (SH-75) and extending to the end of the road.
 - d. Approve that the speed limit on Morrisons Road be set at 60 kilometres per hour commencing at its intersection with Christchurch- Akaroa Road (SH-75) and extending to the end of the road.
 - e. Revoke the 70 kilometres per hour speed limit on Barclays Road commencing at its intersection with Christchurch- Akaroa Road (SH-75) and extending to the end of the road.
 - f. Approve that the speed limit on Barclays Road be set at 60 km/h commencing at its intersection with Christchurch- Akaroa Road (SH-75) and extending to the end of the road.
 - g. Revoke the 70 kilometres per hour speed limit on Wairewa Pa Road commencing at its intersection with Christchurch- Akaroa Road (SH-75) and extending in an easterly direction for distance of 60 metres.
 - h. Approve that the speed limit on Wairewa Pa Road be set at 60 kilometres hour commencing at its intersection with Christchurch- Akaroa Road (SH-75) and extending in an easterly direction for a distance of 60 metres.
 - i. Revoke the 50 kilometres per hour speed limit on Western Valley Road commencing at its intersection with Christchurch- Akaroa Road (SH-75) and extending in a north easterly direction for a distance of 905 metres.
 - j. Revoke the 100 kilometres per hour speed limit on Western Valley Road commencing at a point 905 metres from its intersection with Christchurch- Akaroa Road (SH-75) and

extending in a north easterly direction to a point 30 metres southwest of its intersection with Church Road.

- k. Approve that the speed limit on Western Valley Road be set at 50 kilometres per hour commencing at its intersection with Christchurch- Akaroa Road (SH-75) and extending in a north easterly direction to a point 30 metres southwest of its intersection with Church Road.
2. Approve that the speed limit changes listed above in clauses 1.a- 1.h come into force following the implementation of the 60 kilometres per hour speed limit on Christchurch- Akaroa Road (SH-75) by the New Zealand Transport Agency in 2017.
3. Approve that the speed limit changes listed above in clauses 1.i- 1.k come into force on 1 June 2017.

That the Banks Peninsula Community Board:

4. Approve that any existing parking restrictions on the south eastern side of Christchurch- Akaroa Road (SH-75) commencing at a point 472 metres north east of its intersection with Wairewa Pa Road, and extending in a north easterly direction for a distance of 27.5 metres be revoked.
5. Approve that the parking of vehicles be restricted to a maximum period of 10 minutes on the south eastern side of Christchurch- Akaroa Road (SH-75) commencing at a point 472 metres north east of its intersection with Wairewa Pa Road, and extending in a north easterly direction for a distance of 27.5 metres.

Community Board Resolved BKCB/2017/00093

Part C

That the Banks Peninsula Community Board:

1. Approve that any existing parking restrictions on the south eastern side of Christchurch- Akaroa Road (SH-75) commencing at a point 472 metres north east of its intersection with Wairewa Pa Road, and extending in a north easterly direction for a distance of 27.5 metres be revoked.
2. Approve that the parking of vehicles be restricted to a maximum period of 10 minutes on the south eastern side of Christchurch- Akaroa Road (SH-75) commencing at a point 472 metres north east of its intersection with Wairewa Pa Road, and extending in a north easterly direction for a distance of 27.5 metres.

Felix Dawson/Tori Peden

Carried

8. Standing Orders

Staff Recommendations

That the Banks Peninsula Community Board:

1. Receives the information in the report.
2. Adopts the set of Standing Orders attached to the report, replacing the Board's current Standing Orders.
3. Resolves whether or not the Chairperson of the Board is to have a casting vote.

4. Authorises the Chief Executive to approve any non-material changes that may be required before the new Standing Orders are published.

Community Board Resolved BKCB/2017/00094

Part C

That the Banks Peninsula Community Board:

1. Receives the information in the report.
2. Adopts the set of Standing Orders attached to the report, replacing the Board's current Standing Orders.
3. Resolves that the Chairperson of the Board will not have a casting vote. This order to also apply to Committees and Subcommittees of the Banks Peninsula Community Board
4. Authorises the Chief Executive to approve any non-material changes that may be required before the new Standing Orders are published.

Jed O'Donoghue/Janis Haley

Carried

9. Code of Conduct

Community Board Resolved BKCB/2017/00095 (Staff recommendation accepted without change)

Part C

That the Banks Peninsula Community Board:

1. Receives the information in the report.
2. Adopts the Code of Conduct attached to the report, replacing the Board's current Code of Conduct.

Jed O'Donoghue/Tori Peden

Carried

10. Christchurch City Council Future of Heritage Survey

Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the information in the report.
2. Prepare draft responses to the Council's Future of Heritage Survey.
3. The Board's final responses by approved and submitted by the Chairperson.

Community Board Decisions under Delegation

Part C

That the Banks Peninsula Community Board decide to:

1. Receive the information in the report.
2. Prepare draft responses to the Council's Future of Heritage Survey, highlighting the Boards wish that our current heritage should be protected, there should be a formal funding stream

for work on heritage buildings, allowance for volunteers to be able to work on heritage buildings and that maintenance is scheduled for the Council's heritage buildings.

3. The Board's final responses to be approved and submitted by the Chairperson.

The meeting adjourned at 2:19pm

The meeting resumed at 3:38pm.

Andrew Turner left the meeting at 3.38pm.

11. Elected Member Information Exchange

Part B

The Board received and noted the following information from members:

1. Akaroa Maintenance
The Board was informed that Akaroa District Promotions members had expressed their appreciation for the improvement in maintenance standards in Akaroa.
2. Community Boards Conference
Members reported on their attendance at the conference and expressed appreciation for the opportunity to network with fellow Board members and attend the informative presentations.
3. Lyttelton Road Tunnel Closures
The Board requested that staff seek information from the New Zealand Transport Agency on how emergency services would be catered for during the 15 nights it was proposed to have full tunnel closures for the installation of deluge facilities.
4. Takapuneke Reserve Management Plan
The Board was informed that an open day would be held at Onuku Marae on Sunday 18 June 2017.

12. Questions Under Standing Orders

Part B

There were no questions under Standing Orders at this meeting.

Karakia Whakamutunga: John McLister

Meeting concluded at 4.22pm.

CONFIRMED THIS 12th DAY OF JUNE 2017

CHRISTINE WILSON
CHAIRPERSON

6. Reserve Management Committees

Reference: 17/446524

Contact: Liz Carter

Liz.carter@ccc.govt.nz

9415682

1. Purpose of Report

The following Reserve Management Committee minutes have been received. These minutes may still need to be confirmed by the Committees at their next meeting.

| |
|--|
| Allandale Reserve Management Committee 27 March 2017 |
| Allandale Reserve Management Committee 19 April 2017 |
| Duvauchelle Reserves Management Committee Minutes 17 April 2017 |
| Lyttelton Reserves Management Committee Minutes 13 March 2017 |
| Lyttelton Reserves Management Committee Minutes 10 April 2017 |
| Pigeon Bay Reserve Management Committee Triennial AGM 26 November 2016 |
| Pigeon Bay Reserve Management Committee 26 November 2016 |
| Okains Bay Reserve Management Committee 13 December 2016 |
| Okains Bay Reserve Management Committee 14 February 2017 |
| Robinsons Bay Reserve Management Committee Minutes 22 May 2017 |
| Stanley Park Reserve Management Committee Minutes 4 May 2017 |

2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committee meetings:

- Allandale Reserve Management Committee 27 March 2017
- Allandale Reserve Management Committee 19 April 2017
- Duvauchelle Reserves Management Committee Minutes 17 April 2017
- Lyttelton Reserve Management Committee 13 March 2017
- Lyttelton Reserve Management Committee 10 April 2017
- Pigeon Bay Reserve Management Committee Triennial AGM 26 November 2016
- Pigeon Bay Reserve Management Committee 26 November 2016
- Okains Bay Reserve Management Committee 13 December 2016
- Okains Bay Reserve Management Committee 14 February 2017
- Robinsons Bay Reserve Management Committee Minutes 22 May 2017
- Stanley Park Reserve Management Committee Minutes 4 May 2017

Attachments

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| G ↓ | Lyttelton Reserves Management Committee Minutes 10 April 2017 | 57 |
| H ↓ | Pigeon Bay Reserve Management Committee Triennial AGM Minutes 26 November 2016 | 73 |
| I ↓ | Robinsons Bay Reserve Management Committee Minutes 22 May 2017 | 74 |
| J ↓ | Pigeon Bay Reserve Management Committee Minutes 26 November 2016 | 75 |
| K ↓ | Okains Bay Reserve Management Committee meeting held on Tuesday 13th December 2016 | 77 |
| L ↓ | Okains Bay Reserve Management Committee meeting held on Tuesday 14th February 2017 | 80 |
| M ↓ | Stanley Park Reserve Management Committee Minutes 4 May 2017 | 83 |

ALLANDALE RESERVE MANAGEMENT COMMITTEE

Minutes of meeting 27 March 2017 at 7.00 p.m.

Venue: Governors Bay Hotel

MINUTES

PRESENT: Stuart Bould (Chair), Graham Barrell, Karen Bellamy, Dave Hughey,
Dayle Jones

APOLOGIES: Trevor Biggs, John McLister *approved*

PREVIOUS MINUTES: meeting on 22 February 2017 *approved* GB/SB

CORRESPONDENCE:

Amy Hart (CCC) - \$50,000 available for reserve developments

Liz Carter (CCC) – re reserve management committee induction workshop

GENERAL BUSINESS:

1. Our projected costs are well beyond the \$50,000 available for all Peninsula reserve developments, so of little interest to us.

Stuart Bould has circulated his estimates for our costs, e.g.: septic tank area \$4000, tree maintenance \$15,000, shoreline trees \$5000, storm water \$3000, deck \$6000, shower block \$30,000, hall fit out \$20,000. Need to have further conversation with CCC about rehabilitation of grounds and of how we make the hall better fit-for-purpose after/along with the rebuild.

2. Calls for tenders (documents and plans) for hall have been sent out to potential contractors.
3. CCC officials have been informed that sewage pumps for the public toilet have failed. Apparently (CCC Parks & Buildings Advisor) there is 'no budget' for this!

Considering public health considerations, and numbers of freedom campers, this situation is unacceptable. Suggest raise this with Andrew Turner (Deputy Mayor) to get some action.

4. There has been no response or apparent progress on the lease payment for use of transport yard. Part of the problem may lie in legal issues with ownership of land by Department of Conservation. Need to press for resolution because this represents a possible source of income to the Reserve Management Committee.

NEXT MEETING: Wed 19 April

MEETING CLOSED: 7.58 p.m.

ALLANDALE RESERVE MANAGEMENT COMMITTEE

Minutes of meeting 19 April 2017 at 7.00 p.m.

Venue: Governors Bay Hotel

MINUTES

PRESENT: Denis Aldridge, Stuart Bould (Chair), Graham Barrell, Trevor Biggs, John McLister

APOLOGIES: None

PREVIOUS MINUTES: Meeting on 27 March 2017 *approved* GB/SB

CORRESPONDENCE:

23/3/2017 (S Bould) to Joan Blatchford (CCC, Community Governance Manager, Lyttelton/Mt Herbert) - email voicing concern about the non functional state of the public toilet

12/4/2017 from Andrea Wild (CCC, Community Development Adviser, Lyttelton/Mt Herbert) - email setting out answers from CCC regarding: septic tank area, hedge maintenance, shoreline trees, storm water, deck, shower block, hall fit out.

GENERAL BUSINESS:

1. CCC arborist going on leave. Stuart to liaise with replacement to ensure tree work is sensible.
2. The \$50,000 mentioned in previous minutes is for development of *plans* - not for works/capital.
3. This Committee should prepare a development plan for the Reserve. *Action point*
4. The public toilet appears to be functional currently. Presumably pump problems fixed.
5. John to enquire if a portion of any rental will be passed on to the Committee. *Action point*
6. The link for communication with CCC should be initially through the Governance Support Officer – Lyttelton/Mt Herbert.

John will enquire about information being provided to the Committee - e.g. progress on the Hall tender. *Action point*

NEXT MEETING: 17 May 2017

MEETING CLOSED: 7.50 p.m.

Minutes of the Meeting of the Duvauchelle Reserves Management Committee
Held at the Duvauchelle Community Centre, on Monday 17 April 2017, 5.30 pm

Welcome: Chairperson Jacque McAndrew welcomed those present.

Present:

Committee members: Fiona Barnes, Brian Bremner, Bruce Watts, Kaye Bramley, Ken Bramley, Geoff Carter, Ian Whenmouth

CCC Representative: Colin Jacka

BPCB Representative: Janis Haley

Apologies: Polly Hazeldine

Motion: That the apologies be accepted.

Moved: Ian

Seconded: Bruce

Carried

Minutes: The March 2017 Minutes have been circulated to Committee members.

Motion: That the Minutes be taken as read and be accepted as a true and correct record.

Moved: Brian

Seconded: Fiona

Carried

Matters Arising: Brian requested clarification of the \$50,000 allocated to the Draft Annual Plan. This amount is available to be used by all Reserves. The Draft Annual Plan will be underway in the next financial year.

Health & Safety:

The power is finally underground. However, we are having some problems with the street lights. Connectics were back last week and we still have one tripping the RCD.

Replaced the post and one outlet on site 14/15. Switch on C4 to be replaced.

Financial Report:

Colin was able to go through our balance sheet and explain how the numbers were arrived at.

It was decided that Ian would draft a submission to the Draft Annual Plan regarding the new toilet block and new cabins.

Motion: That the Financial Statements as presented be accepted and the expenditure approved.

Moved: Bruce

Seconded: Jacque

Carried

Correspondence

Outward:

1. Letter to Pauline Withell re: her obligations. She rang asking how many stay nights had been accrued (2). She said that people were coming in for 10 nights, and under the rules as stated, we must accept this as being satisfactory. She also queried the current rules, which omit the clause that stay nights are "only allocated to occupiers and family, not to casual users of the site". The rules need to be revised to remove this cause for confusion.

2. Confirmation of going on the waiting list to John Ross and Laura and Josh Thomas.

3. Email to Liz Carter supporting inclusion of \$50,000 in the Draft Annual Plan for a BPR Management Plan.

4. Email to Liz Carter informing her that Fiona Barnes has been co-opted onto the DRMC.

Inward:

Request from Graeme and Sandra Pillidge to go on the waiting list.

Confirmation of receipt of our submission on funding for BPRMP.

Motion: That the Inward correspondence be accepted and the Outward be approved

Moved: Jacque

Seconded: Bruce

Carried

Manager's Report:

Easter went pretty well considering the weather. Thanks to the staff, Anna, Tim & Ian.

The boat compound has been done, & a blocked pipe between Challis' corner and the tennis court replaced with solid pipe. Pete Thelning has done a great job.

The gas hob on the kitchen still to be replaced. We are waiting for a new one to come into the country.

New soap caddies in all showers.

Repairs to the Terraflake in Top Block showers to be done after Anzac Day (under guarantee).
Maurice Prebble would like the tree between 90/91 removed or cut back.

CCC Representative:

Query re: Casual camping fees. These are currently in the Draft Plan as a nil increase. If we put a submission in for the 17/18 year, they could possibly go up in 18/19 year. There was general discussion of the notes from the Easter Meeting.

We are now on the Campermate App, and this is bringing lots of views of the website, with good feedback noted. Our maximum occupancy is 320 persons.

Community Board Representative:

Janis stated that the Akaroa Waste Water issues are a priority and a huge challenge. Bruce asked how long will the current consents for waste disposal remain in force. A trial of land-based disposal has been taking place over the last 3 years in Duvauchelle involving many different trees to see which will benefit the most. Wainui is currently dispersing waste water onto pine trees. There are important cultural issues involved in waste water dispersal.

Akaroa and the Peninsula need more infrastructure to cope with tourism.

Work continues on the Annual Plan.

Tennis Courts around the region are all starting to need work/maintenance.

General Business:

Jacque queried whether Duvauchelle was short of water over Xmas. The treatment plant failed and water was not of sufficient clarity, so tanks had to be filled by tanker.

The notes from the Easter Meeting with Campers will form the basis of the next newsletter.

There being no other business, the meeting closed at 7.05 pm.

Minutes will be confirmed at the next meeting.

Next meeting to be held in the Duvauchelle Community Centre at 5.30 pm on Monday 15 May 2017.

Draft Minutes of Meeting

MINUTES of the ordinary meeting of the Lyttelton Reserves Management Committee held in the Lyttelton/Mt Herbert Board Room, 25 Canterbury Street, on Monday 13th of March 2017 commencing at 7.10 pm.

1 Present: Wendy Everingham (Chair), Neil Aitken, Kirsty Brennan, Liz Briggs, Mike Brown, Sara Campbell, Robin Dawson, Brian Downey, John Garrett, Luke Hollister, Richard Hopkins, Greg Jack, Juliet Neill, Gerard Timings, Daryl Warnock, Keri Whitiri, Jed O'Donohue (Community Board Liaison), Paul Devlin (CCC Head Ranger), Nick Singleton (CCC Ranger), Peter Bawden (CCC Senior Transport Planner).

2 Apologies: Andrew Abakhan, Brian Dougan, Ann Jolliffe.

2.1 RESOLVED that the apologies be accepted.

MOVED John Garrett **SECONDED** Daryl Warnock **CARRIED**

3 Confirmation of Minutes of meeting held 13th of February 2017

3.1 RESOLVED that the minutes of 13th of February 2017 be amended from the word "Dropbox" to "Google Drive" in Item 5.2 **AND** that the minutes as amended be adopted as a true and correct record.

MOVED Daryl Warnock **SECONDED:** Kirsty Brennan **CARRIED**

3.2 The Chairperson noted that any relevant information to be added to the Google Drive should be emailed to the Chairperson who will add the document and notify the members.

4 Matters arising from the minutes

There were no matters arising from the minutes.

5 Correspondences

5.1 Request for information regarding the Committee's approach to fire – Rob Angelo. Secretary to write a response outlining the Committee's continued commitment to address fire risk in the reserves and that the committee will consider fire as an important part of any future updates to the reserves Development Plans.

5.2 Request for Kim Kelleher LPC to address meeting re LPC adjourning land - Robin Dawson.

There was general agreement that the Chairperson should invite Kim Kelleher from Lyttelton Port Company to the next meeting to provide an update on plans for their adjourning land.

5.3 Letter of Resignation as members of the Committee - Xavi Costa Losa and Esther Guiu.

5.4 RESOLVED that the resignations of Xavi Costa Loca and Esther Guiu as committee members be accepted, AND that the Community Board be advised the vacancies will not be replaced.

MOVED Daryl Warnock **SECONDED** Greg Jack **CARRIED**

5.5 RMC Induction for Committee Members Tuesday 21 March from 7pm-9pm - Amy Hart CCC Governance Support Officer.

5.6 Sumner Road Fill-site Request – Paul Devlin CCC Head Ranger.

5.7 Annual Plan Submissions - Amy Hart CCC Governance Support Officer.

5.8 RESOLVED that the correspondence be accepted.

MOVED Wendy Everingham **SECONDED** Daryl Warnock **CARRIED**

6 Treasurer's report

6.1 Accounts

Balance as at 9th of February 2015: \$7515.41

Current Account \$1367.30

Investment Account \$6148.11 (maturing on May 30 2017).

6.2 RESOLVED that the Accounts for the period ending February 29th 2017 be adopted.

MOVED Daryl Warnock **SECONDED** Gerard Timings **CARRIED**

Bank Signatures

6.3 RESOLVED that Wendy Everingham, Richard Hopkins and Brian Downey be authorised to operate the Committee's bank accounts, **AND** that the accounts be operated by the signatures of any two of the above three persons conjointly.

MOVED Daryl Warnock **SECONDED** Kirsty Brennan **CARRIED**

Change of address

6.4 RESOLVED that the postal address for service by the Bank of New Zealand – Ferrymead Store be PO Box 79 Lyttelton 8841.

MOVED Daryl Warnock **SECONDED** Wendy Everingham **CARRIED**

6.4 Appropriations A brief enquiry into the accounts to identify what funds having been tagged for specific purposes has revealed that a total of \$1,335.12 as follows:-

| | | | | |
|-------------------------|------------------|--------------|---------|------------|
| Grant - Community Board | Memorial Seat | \$800 | | |
| | Plants | <u>\$600</u> | \$1,400 | |
| Donation – Juliet Neill | Plants | <u>\$500</u> | \$1,900 | |
| Less Plants | 564.88 (2015-16) | | | \$1,335.12 |

On-going work looking into past accounts to determine the remaining funds.

7 Declarations of Conflict of Interest

There were no declarations of conflict of interest recorded.

8 Community Board Report - Jed O'Donohue (Community Board Liaison)

Jed updated the Committee on the extension of the deadline for submissions to the Christchurch City Council Annual Plan to 30 March 2017. The Committee felt that it was not realistic to make a detailed submission for this year's plan because work plans have not been completed. With a more comprehensive proposal it would be possible to make a submission to next year's Annual Plan and to the next Long Term Plan.

9 Head Ranger's Report - Paul Devlin (CCC Head Ranger)

Paul Devlin presented the committee with a summary of the firefighting efforts during the recent Port Hills fires and the recovery planning by Council. The Committee acknowledged the continued support from the Christchurch City Council for all the reserves.

Paul said that the exclusion cordon around the fire had now been lifted so that seed collecting could proceed in nearby remnant bush areas.

Nick Singleton's Track report was deferred to General Business.

10 General Business

10.1 Discussion on the Operational Framework

This item was deferred till the next committee meeting. It was suggested that members be prepared for this discussion by reading the Lyttelton Reserves Management Committee Working Document located in the google drive.

10.2 Overview of Management/ Development Plans

Jed O'Donohue (Community Board Liaison) will find out from the Community Board what the process is for updating the Urumau Reserve (Reserve 68) Development Plan and will bring the information back to the next committee meeting.

10.3 Working Groups

The Chairperson noted that working groups for the next three years needed to be established. Some brief summaries were provided on work that had occurred in the last three years and what might happen into the future.

Weed Control: Brian Downey spoke of the weed team that meets on the last Sunday of each month. The team is moving progressively through all the previous plantings and their surrounding areas. The targeted species are old man's beard, sycamore, and bone seed but also includes boysenberry, sapling gums, wilding pines, and hawthorne where found. The work plan should be reviewed for the future.

Tracks Daryl Warnock and Greg Jack spoke of the cycling tracks that they have been working on in Urumau Reserve for a number of years. Reference was made to the tracks update document that they had circulated to the members by email and recommended that the Committee support a temporary track exiting safely from the reserve onto Sumner Road away from the construction zone. This has the support of

the Council project managers who wished to resolve concerns for safety. Daryl also recommended that the Committee have a discussion with Kim Kelleher of Lyttelton Port Company to align both parties' regeneration and recreational strategies.

The meeting felt that more time was needed to read the information and consider the recommendations. The matters raised are to be discussed at the next meeting. Daryl requested that if any of the members had any concerns or comments to email him at least a week prior to the next meeting.

Access There was discussion about the need to look at the various options for access into the reserves.

Drainage The track and drainage team had focused on ensuring the bench track and the 4wd track drains operated as planned and water flowed freely into the storm water system. Specifications for their maintenance had been developed and approved. Both drains were now cleaned regularly and the 4wd drain had been repaired.

Planting Wendy Everingham spoke of the three teams of volunteers in the planting group. Seed Collectors/Propagators, waterers and planters. A three-year planting plan had been produced last term. Two of the three years are now completed. When this years planting is completed the group would like to consider planting in the block above the entranceway from Foster Terrace.

Committee members Involvement There was general agreement that the working groups item be tabled at the next meeting and that the members come prepared to discuss which working groups they might wish to be part of to effectively manage the reserves and the various projects.

10.5 Overview of Management/ Development Plans

Jed O'Donohue (Community Board Liaison) will ask the Banks Peninsula Community Board at their next meeting about the process for updating the Urumau Reserve Development Plan and bring the information back to the next committee meeting.

10.6 CCC Annual Plan/ Long Term Plan

The Banks Peninsula Community Board is submitting an application for \$50,000 for Banks Peninsula Management Plans.

10.7 RESOLVED that the Committee supports the Banks Peninsula Community Board in its funding application for the Banks Peninsula Reserves Management Plans.

MOVED Wendy Everingham **SECONDED** John Garrett **CARRIED**

10.8 RESOLVED that the Committee should apply for \$1,000 for administration costs and \$1,000 for equipment under the Annual Plan.

MOVED Wendy Everingham **SECONDED** Liz Briggs **CARRIED**

10.9 Stage 2 Reserve Tce to Foster Tce Track

Nick Singleton, CCC Ranger, presented an options report for Stage 2 of the Lower Urumau Reserve access track. See **Appendix 1**. Questions were raised over the steep nature of the preferred option requiring a large number of steps. Nick said Option 2 would require a large suspension structure to cross unstable ground and would cost for \$50,000 against Option 1 at a cost of \$30,000. To questions on liability for safety Paul Devlin said that the liability of the tracks fell with Council and not the Committee. As Reserve Management Committees were classified as a PCB and volunteer organisation, the committee members had no liability. Wendy Everingham wanted an assurance in written form. There was some dissension that the track should be approved without the new committee members having more information.

10.10 RESOLVED that the Committee approves Option 1 and that the Christchurch City Council undergoes construction with regards to appropriate regulations and standards.

MOVED Daryl Warnock

SECONDED John Garrett

Brian Downey called to speak to the motion. The request was rejected by the meeting and the motion was put to the vote.

FOR Neill Aitken, Kirsty Brennan, Mike Brown, Robin Dawson, John Garrett, Luke Hollister, Greg Jack, Juliet Neill, Daryl Warnock, Keri Whaitiri.

AGAINST Liz Briggs, Brian Downey, Wendy Everingham, Gerard Timings.

CARRIED

10.11 Spoil to be dumped in Urumau Reserve

Peter Bawden, CCC Senior Transport Planner, presented an update and summary document on the Sumner Road recovery project. The Committee was told that a depression in Urumau Reserve near the Sumner Road was required to dump 700 m³ of spoil from Buckleys Bay Reserve. Other sites had been investigated but they were not suitable. See **Appendix 2**. To questions from the Committee, he said that the work had been consented by Ecan under the Resource Management Act.

The Committee requested that it be kept informed around the activities relating to Urumau Reserve and that the Committee's planting team be included in any of the conversations about the revegetation of the infilled area to be used as a spoil dump site as outlined in the summary document.

11 Next Meeting Dates Monday April 10th 2017 and May 8th 2017.

12 Close

With no further business to attend the meeting closed at 9.15 pm.

Chairperson

Date

URUMAU RESERVE: RESERVE TERRACE ENTRANCE PROPOSED STAGE 2 TRACK IMPROVEMENTS OPTIONS

Background

In late 2016 improvements were made to the walking track near the entrance to the Lower Urumau Reserve, off Reserve Terrace, Lyttelton. This comprised:

- ☐ A new gate and entranceway at Reserve Terrace
- ☐ Formed steps and track
- ☐ A section of elevated boardwalk
- ☐ Two sections of steps with handrails

These track improvements finished at a relatively flat plateau area.

The current proposal is to carry on the track improvements up to the Foster Terrace entrance,

Options for Stage 2 Track Improvements

Two options are under consideration.

The first one would essentially follow the existing track along the northern side of the reserve. The work would include general track grading and improvement, and the installation of some steps and landings in the steeper areas.

The second option would be a new route to the south. This would involve creating a new section of track, also with steps and landings in the steeper areas. In addition, the route would transverse two gullies with unstable loess soils, requiring the construction of suspended structures to bridge them.

Refer to Attachment 1, where Photo 1 shows the two alternative routes.

Option 1 – Upgrade to Current Route

Basic Concepts

The concept is to generally follow the existing route, with track improvements and the installation of steps in the steeper regions. There would be a slight deviation from the existing track, where it is very close to a steep gully. This deviation would run parallel to the existing track, but be further away from the gully bank.

The steps would be the same design as those constructed in Stage 1, with them being dug into the natural ground, where possible, with timber sides and riser. The steps would be gravelled, and handrails may be required for any particularly steep regions.

There would be intermediate flat landing areas where there is a change of grade or direction.

Route

Refer to Attachment 2 for photos that relate to this route

Photo 2 shows the current track, and highlights the steeper area where the steps are proposed to be installed. Photo 3 is an enlargement of the steeper area and gives more detail on the proposed positions of the steps.

Steps 1

These are at the beginning of the steeper area and will be about 5m long, following the present track.

Refer to Photo 4.

Steps 2

The existing track currently veers off to the left and runs at the top of a very steep gully. It is proposed that Steps 2 would carry on ahead to avoid the gully. This section of stairs would probably be 2 – 3m long, and may be the steepest of the proposed steps.

Refer to Photo 5.

Steps 3

These would run parallel to the existing track, and it would mean removing a hebe bush at the top. The steps will be about 5m long.

Refer to Photo 6.

Steps 4

These would be the longest stretch of steps, at about 7m long. They would essentially follow the current track, but would be slightly displaced at the lower end to avoid the gully. The steps would finish just below the current power pole.

Refer to Photo 7.

Steps 5

This would be a very short stretch of steps, from just below the power pole to where the track turns off to the right.

Refer to Photo 8.

Option 2 – New Southern Route

Basic Concepts

For this alternative route, the concept is to create a new track to the south starting in the flat area near the top of the recent Stage 1 track improvements. Some bush clearance would be needed to create the track, with some new steps and landings.

The route would traverse two gullies which will require suspended structures. The new route would re-join the existing track where there would be further steps and landings as for Option 1.

As for Option 1, the steps would be the same design as those constructed in Stage 1, with intermediate flat landing areas where there is a change of grade or direction.

Route

Refer to Attachment 3 for photos that relate to this route, although the current overgrown nature of parts of the proposed route meant that, in some places, meaningful photographs were difficult to take.

Photo 9 attached shows the current track and the proposed alternative, and highlights the area where the new track would be formed and new structures installed. Photo 10 is an enlargement of the area and gives more detail on the proposed positions of the new track, steps, landings and suspended structure.

First New Section of Formed Track

This would start near the top of the recently constructed steps, and would run parallel to the neighbouring fence to the south. This would be benched into the current bank and be on a slight incline. One small tree would need to be relocated.

The length of this section is estimated to be 7m.

Refer to Photo 11.

Steps

At the end of the first section of track, there is a steep bank that will require some steps similar to the Stage 1 ones. They would be 5 – 6m long.

Refer to Photos 11 and 12.

Second New Section of Formed Track

This would start off at the top of the steps, and would initially carry on under existing trees, then along a grassed/gorse area, and finally back under trees. The total length would be approximately 16 – 20 m.

There would need to be extensive trimming of trees to be able to create a clear area for walking.

Photo 13 shows the area near the beginning of the proposed track, while Photo 14 shows the area in the grassed area, near the end.

First Elevated Structure

The reasons that this area of the proposed track will require an elevated structure are:

- ☐ At the beginning of the section there is a large clump of tree roots that cannot be removed without killing the tree, so it will need to be bridged over
- ☐ The next section is a gully, where water flows at certain times, and with uneven ground
- ☐ At the end there is a particularly unstable section of loess soil, with eroding material and an active under-runner

The elevated structure will need to bridge over the approximately 7m of ground. It will require piles bored, and concreted, into stable ground and a handrail (due to areas where the fall would be over 1m). Trees would need to be trimmed overhead, and plants under the elevated structure would need to be transplanted. The latter could result in soil instability.

Photo 15 shows the tree route clump that would need to be cleared by the elevated structure, and the foliage that would need to be trimmed. Photo 16 shows a typical section of the elevated structure route with branches that would need to be trimmed back and ground cover that would need to be removed or relocated. Photo 17 shows the area near the end of the first elevated structure, with an active under-runner and other areas of eroding soil.

Second Elevated Structure

As for the first section, this will span across an active gully, in this case approximately 8m long. At the end of it, it would re-join the existing track where the present hebe is located. There would be similar issues with the construction of this elevated structure, as with the other one.

Photo 18 shows where it would re-join the existing track.

Upgrade to Existing Track

Once the Option 2 route meets the existing track, the rest of the upgrades would be as for Option 1, i.e. Steps 4 and 5 and the three associated landings. Refer to the Option 1 details above for information on these proposed upgrades.

Costings

Rough Orders of Costs for both options, based on prices from recent works, are as follows:

- ☐ Option 1: \$30,000
- ☐ Option 2: \$50,000

This reflects the larger scope of Option 2, as well as the difficult nature of installing the suspended structures.

Discussion

Option 1 is obviously the simplest (and therefore cheapest) option, staying close to the existing track, apart from where it would be relocated slightly to avoid the side of a gully. The current route is located on an existing spur, between gullies, and appears to be relatively stable.

Although Option 2 has the advantage of fewer steps, the majority are still common to both options (i.e. in the upper stages), and the overall scope is greater.

The crossing of the two gullies pose the most challenging aspect of the latter option. Due to the nature of water-flow down them, they are inherently prone to erosion (indeed there are signs of erosion and active under-runners). Loess soils are very sensitive to disturbance, and the installation of piles, and the need to relocate or remove ground cover, will probably exacerbate the erosion potential in those areas.

Any ongoing erosion in the gullies could compromise the new structures, and so the route itself.

Since Option 2 is routed under existing ground cover, it will also require the trimming back of a number of tree branches, and presumably on-going tree maintenance.

Recommendations

It is recommended that Option 1 be adopted for the following reasons:

- ☐ Simplicity and lower cost
- ☐ Lower long-term maintenance
- ☐ It is located on a relatively stable section of ground, whereas the alternative route would be across areas of sensitive, and potentially unstable, soils
- ☐ There would be less disturbance to existing foliage and ground cover, with advantages for soil stability

ATTACHMENT 1 – ROUTES OF PROPOSED OPTIONS

Attachment E **Item 6**



Photo 1: Proposed Track Options

ATTACHMENT 2 – OPTION 1 DETAILS

Attachment E Item 6

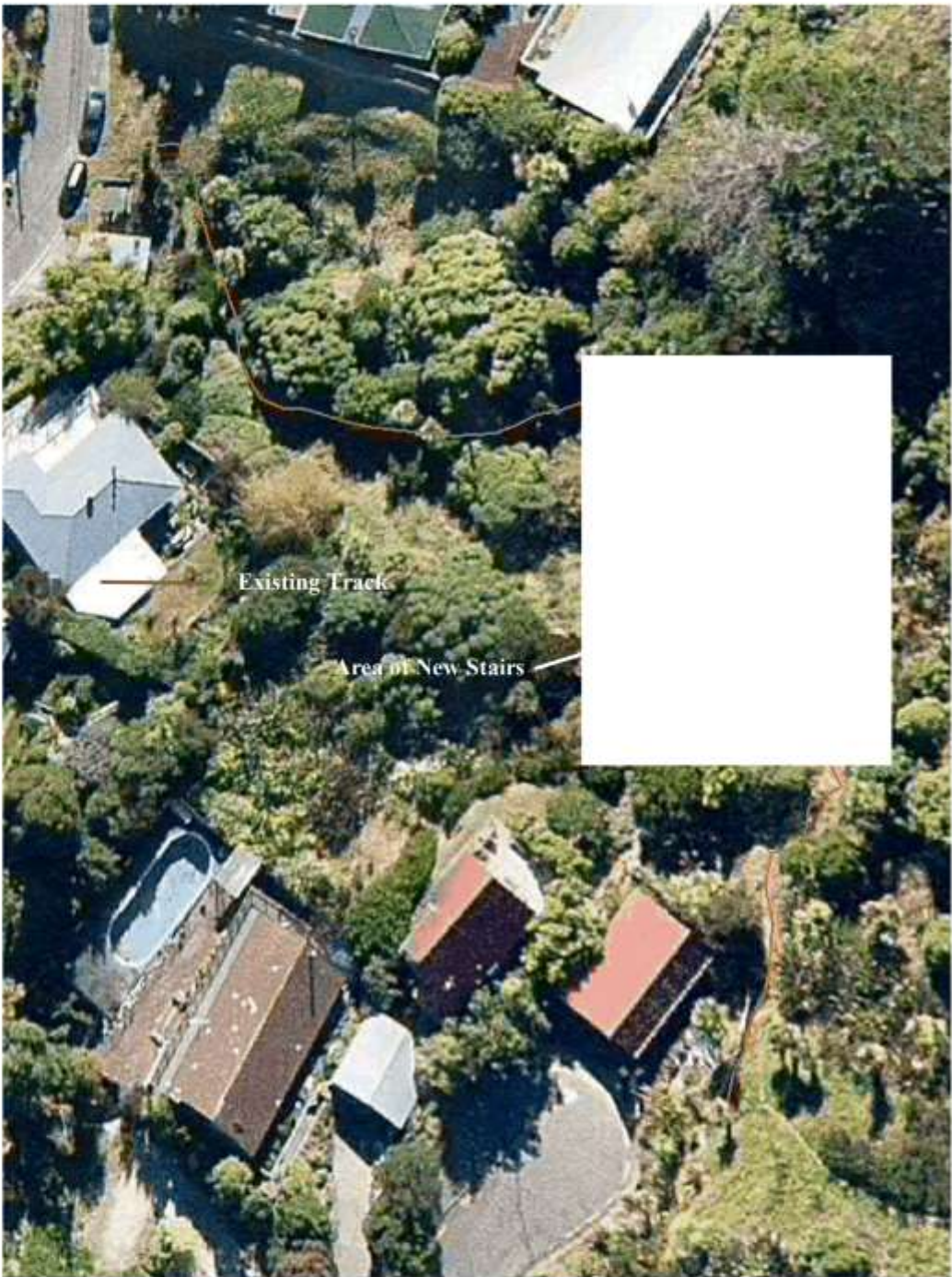


Photo 2: View of Existing Track



Photo 3: Proposed New Steps and Landings



Photo 4: Steps 1, Looking Up



Photo 5: Steps 2, Looking Up



Photo 6: Steps 3, Looking Down



Photo 7: Steps 4, Looking Down



Photo 8: Steps 5, Looking Up

ATTACHMENT 3 – OPTION 2 DETAILS

Attachment E Item 6

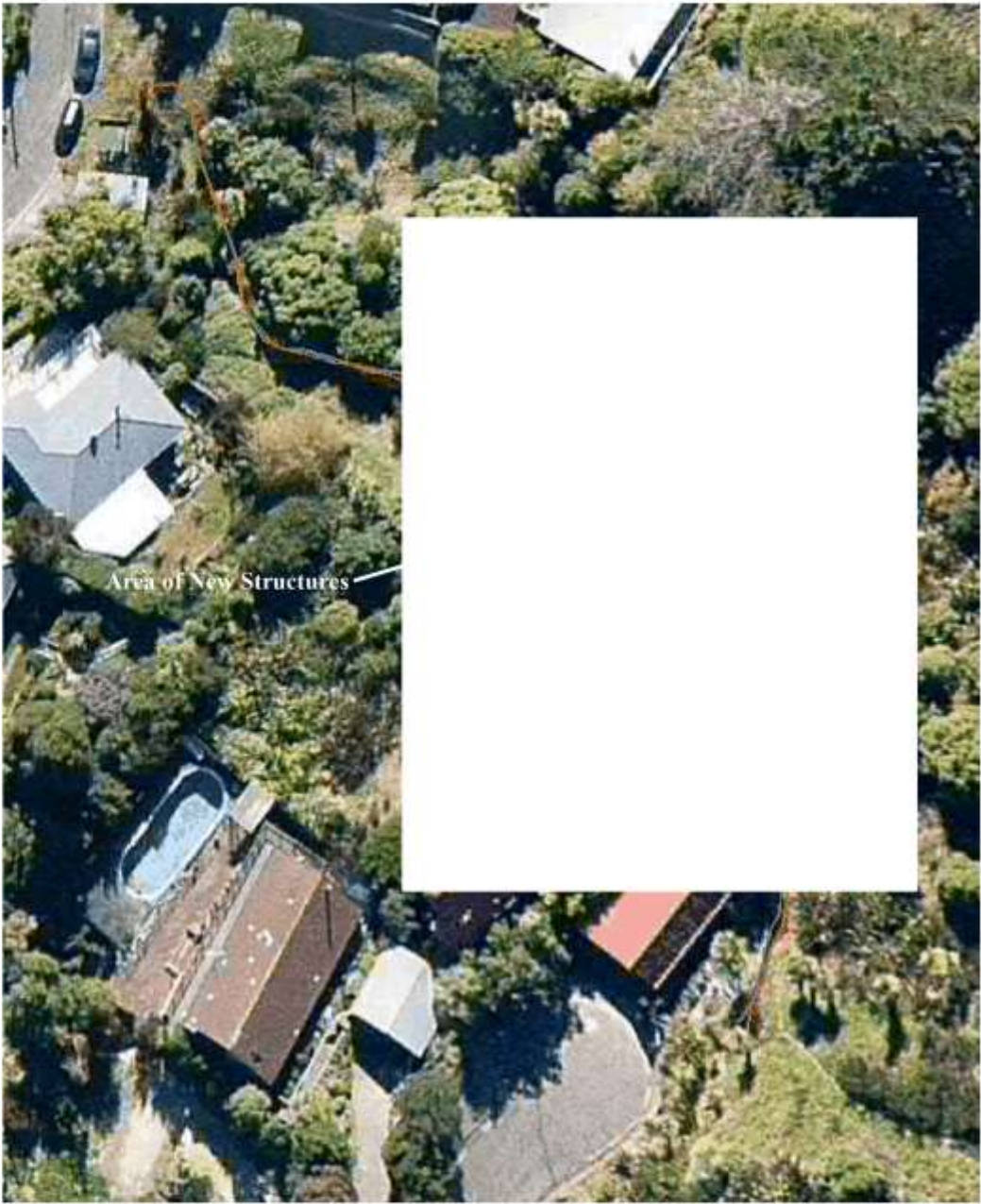


Photo 9: View of Existing Track



Photo 10: Proposed New Steps, Landings and Structures



Photo 11: First Section of Benched Track



Photo 12: Steps at end of First Section of Benched Track



Photo 13: Start of Second Section of Benched Track



Photo 14: Section of Second Section of Benched Track



Photo 15: Start of First Elevated Structure



Photo 16: Start of First Elevated Structure

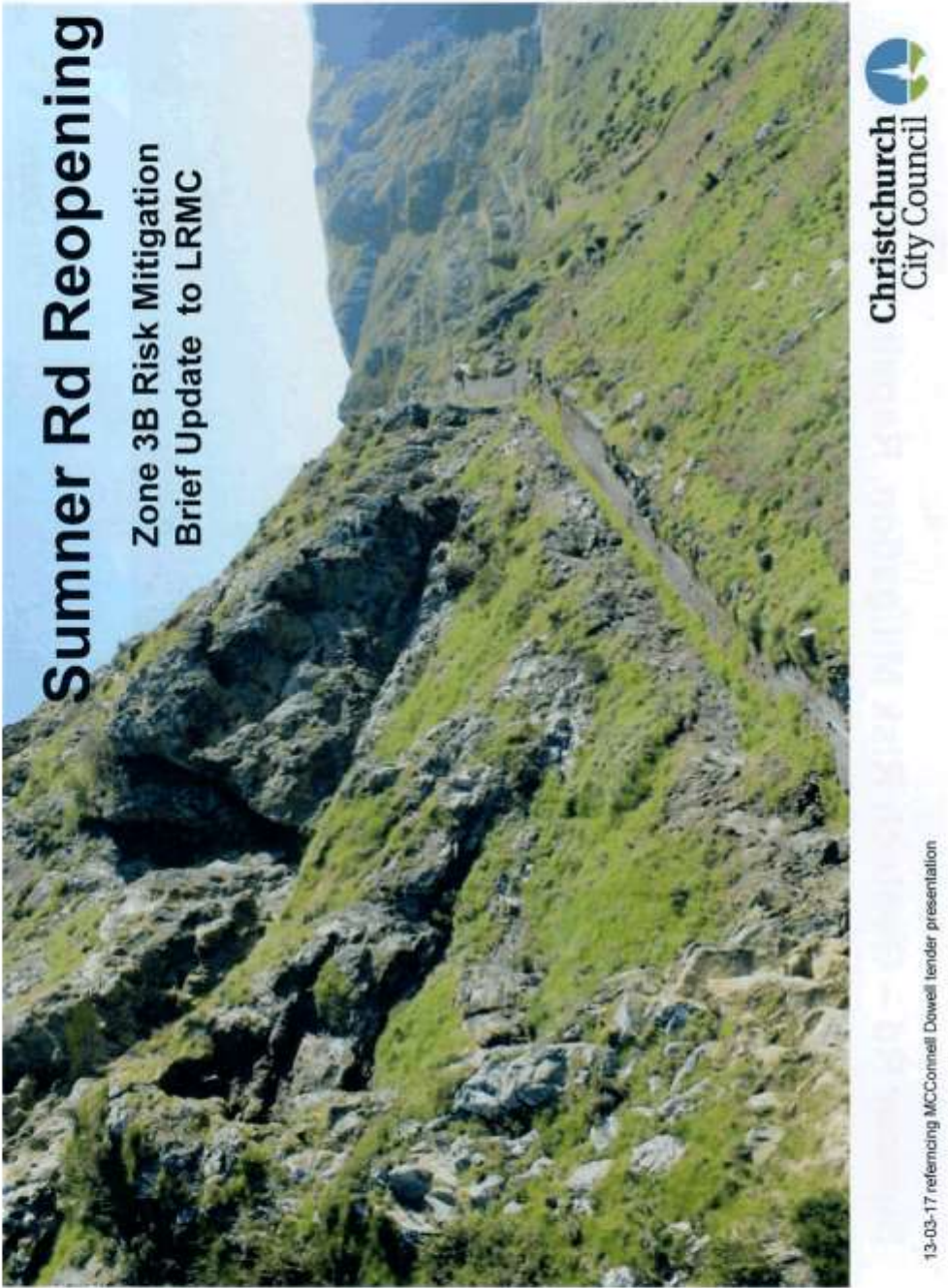


Photo 17: End of First Elevated Structure over Gully

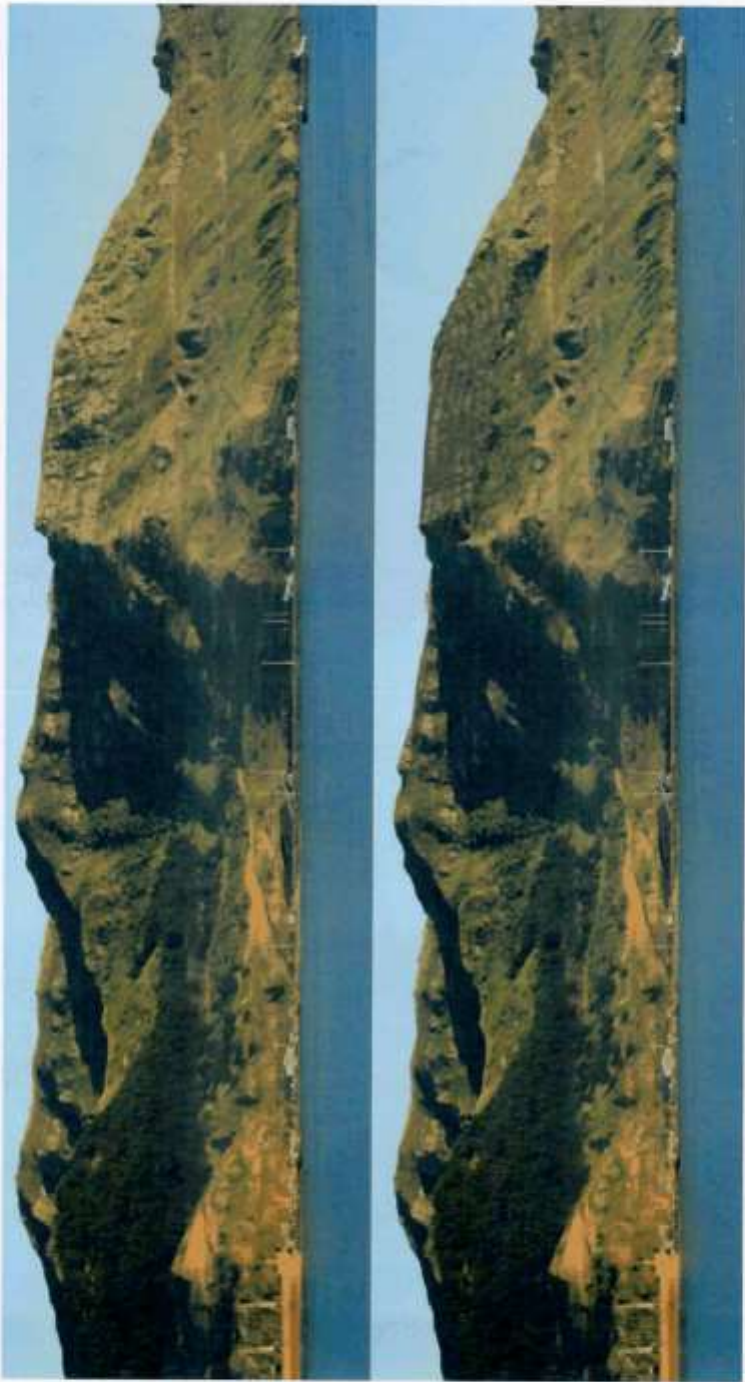


Photo 18: End of Second Elevated Structure over Gully

Appendix 2



Sumner Rd – Geotech Risk Mitigation, Repair, Re-Opening



Christchurch
City Council



McCONNELL
DOWELL
CREATIVE CONSTRUCTION

Design – Rock Interception Bund Area F

❖ Final dimensioning based on observation/precedence and 3D rockfall modelling

❖ High resilience – better able to sustain multiple strikes without significant compromise

❖ Low whole of life maintenance – reinforced soil internal structure 100 years +


❖ Surface water goes around rather than through

❖ Maintenance low tech, standard equipment

❖ Rapid access to/egress from upslope face for clearance/ maintenance increases safety

❖ Proven design



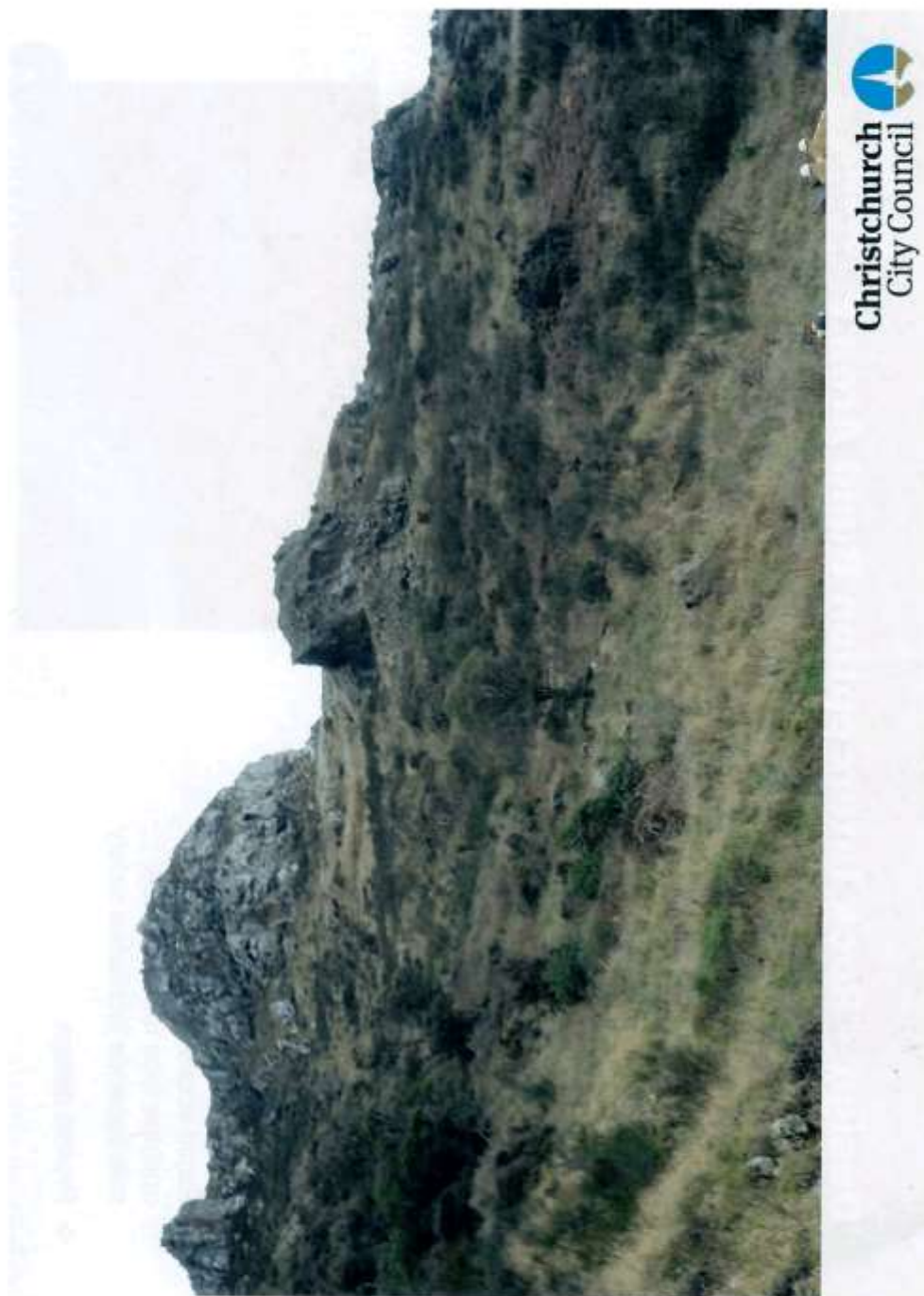


5

Attachment F Item 6

Item No.: 6

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Christchurch
City Council

Dr Melissa Hutchinson and Chris Greenshields have suggested for the small fill area.
Matai and South Island Kowhai trees could be added if the URM would like some larger trees.

| | | | |
|--------------------------------|---------------------------------|------|------|
| Total coverage of 1.2m centres | | 0.7 | |
| Botanical name | Common name | Size | mix |
| | | | 100% |
| Coprosma crassifolia | thick-leaved coprosma, mikimiki | | 8% |
| Coprosma viridescens | mikimiki | | 8% |
| Griselinia littoralis | broadleaf, kākūka | | 12% |
| Hebe salicifolia | koromiko | | 15% |
| Hoheria angustifolia | narrow-leaved lacebark, houhere | | 5% |
| Kunzea robusta | kākūka | | 12% |
| Myoporum laetum | ngaio | | 17% |
| Phormium tenax flax | flax, harakeke | | 8% |
| Pittosporum tenuifolium | kōhūhū, black matipo | | 10% |
| Platanthus repens | lowland ribbonwood, mānātu | | 5% |

Draft Minutes of Meeting

MINUTES of the ordinary meeting of the Lyttelton Reserves Management Committee held in the Lyttelton/Mt Herbert Board Room, 25 Canterbury Street, on Monday 10th of April 2017 commencing at 7pm.

1 Present: Wendy Everingham (Chair), Neil Aitken, Kirsty Brennan, Liz Briggs, Robin Dawson, Brian Dougan, Brian Downey, John Garrett, Richard Hopkins, Greg Jack, Geoff Knight, Gerard Timings, Daryl Warnock, Jed O'Donohue (Community Board Liaison), Kim Kelleher Environmental Manager LPC, Emma Percy (Project Manager BPCT), John Everingham.

2. Deputation by appointment:

Kim Kelleher Environmental Manager for the Lyttelton Port Company and Emma Percy of Banks Peninsula Conservation Trust presented an overview of the Port Saddle Plan. Kim is seeking Committee feedback on their plan. The detailed plan will be emailed shortly for circulation. She would like feedback by May 8th.

3 Apologies: Andrew Abakhan, Sara Campbell, Keri Whaitiri.

3.1 RESOLVED that the apologies be accepted.

MOVED Wendy Everingham **SECONDED** Brian Dougan **CARRIED**

4 Conflicts of Interest Declaration - nil

5 Confirmation of Minutes of meeting held 13th of March 2017

5.1 RESOLVED that the minutes of 13th of March 2017 be amended to correct Peter Bawden's title to "Senior Project Manager – Transport" **AND** that the minutes as amended be adopted as a true and correct record.

MOVED Wendy Everingham **SECONDED** Liz Briggs **CARRIED**

6 Matters arising from the minutes

6.1 The Secretary has written to Rob Angelo responding to his request for information on the Committee's the fire risk reduction approach to boundaries.

6.2 Wendy Everingham as planting team leader had conversations with Council Planning regarding the replanting of the infill site. She had discussed the problems of importing weeds with the "clean" topsoil, the difficulty of obtaining suitably provenanced plants and the post planting maintenance required. It was preferable that the infill material be left bare to naturally regenerate as this is the established policy for this particular area of the Reserve. The Sumner Road project is managed under the earthquake recovery planning within Council under resource consent. This does not give the Committee the ability to make any decisions on this work within the Reserve. Following the discussions with Wendy the CCC Planning Team had sought their own specialist advice from Lincoln University. The CCC Planning Team agreed that it was only necessary to place fibrous mesh over the fill site.

6.3 The Committee's support for the Community Board's \$50,000 submission to the Annual Plan and the request for \$2,000 for the committee's planting and administration expenses, had been received.

7 Correspondence

7.1 Agenda Induction Sessions Reserve Management Committees – Liz Carter
Community Board Adviser

7.2 Banks Peninsula Reserve Management Committees DRAFT Terms of Reference
and Delegations – Liz Carter Community Board Adviser

7.3 Agenda 27 March 2017 Community Board Meeting - Timothy Kibblewhite
Governance Support Officer – Rural

7.4 Resource Consent CRC154950 - Peter Bawden (CCC Senior Transport Planner).

The Committee was sent the resource consent for dumping infill into the Urumau Reserve for the Sumner Road Project by the contractors McConnel Dowell.

7.5 Draft Annual Plan 2017/18 - Karleen Edwards CEO CCC

7.6 Urumau Development Plan - Jenny Moore Senior Landscape Architect

7.7 Resignation Letter LRMC - Mike Brown

7.8 Notice of Resignation - Juliet Neill

7.9 **RESOLVED** that the resignations of Mike Brown and Juliet Neill as committee members be accepted, **AND** that the Community Board be advised the vacancies will not be replaced.

MOVED John Garrett

SECONDED Liz Briggs

CARRIED

8 Treasurer's report

8.1 Accounts

Balance as at March 2017: \$7515.41

Current Account \$1367.30

Investment Account \$6148.11 (maturing on May 30 2017).

8.2 **RESOLVED** that the Accounts for the period ending March 31st 2017 be adopted.

MOVED Brian Downey

SECONDED Richard Hopkins

CARRIED

Signatures Wendy Everingham and Brian Downey have been to the bank to arrange the new signatories. This has not been completed as the bank requires all signatories to be present to make changes. Brian Downey is to provide further documentation.

Address The postal address has now been changed to PO Box 79 Lyttelton.

9 Community Board Report - Jed O'Donohue (Community Board Liaison)

9.1 Confirmation that monies received for Committee purposes would be managed by the Council but will be allocated to the committees for their decisions as to how the funds were to be spent. Such monies would not go into the Council's general pool of funding.

9.2 The \$2,000 funding request made by the Committee to the Annual Plan was not successful but the Community Board intended to apply for a block funding for all the reserve management committees in the upcoming Long Term Plan.

9.3 The Community Board had accepted the previous two committee member resignations and had noted that the Committee did not intend to refill the vacancies.

9.4 Funding for the update of the Development Plan has been approved by the Council. Wendy Everingham noted that Jenny Moore, a Landscape Architect at the Council had been appointed to assist the committee in updating the development plan for Urumau Reserve. She will meet with Jenny Moore, Joan Blatchford and Paul Devlin to discuss how the process is to work and provide information back to the Committee.

10 Head Ranger's Report - nil

The committee wanted information as to the start date for the ranger's Stage 2 track work on of the Reserve Terrace Entrance to Urumau Reserve.

11 General Business

11.1 Drainage

Wendy Everingham had looked at the drainage systems in Urumau Reserve during the previous week's heavy rain event. The drains were all flowing well. She noted that as water exited the reserve from the 4WD track it was building up on the carriageway in the Gilmour Tce private right-of-way. She also noted that surface water was flowing down the steps at the Foster Tce. It was suggested that there was to be a storm-water review of the Lyttelton Harbour Basin by the Council.

11.2 RESOLVED that a letter be sent to council outlining the Committee's urgent concerns about storm-water management in Urumau Reserve with special regard to water exiting into the private right-of-way off Gilmour and further request that Urumau Reserve drainage be included in the forth-coming storm-water review of the Lyttelton Harbour Basin by Council.

MOVED John Garrett

SECONDED Daryl Warnock

CARRIED

11.3 Operational Framework

The committee had a general discussion about points raised in a google document "Lyttelton Reserves Operational Framework" presented by Greg Jack. It presented a general framework for how the Committee might work. It is to be a living document and form part of the Committee resources.

11.4 Working Groups

There was discussion on what working groups were required and who would lead those groups. It was agreed that a member of the Committee should lead each of the working groups but others who were not on the Committee, could also be included.

Planting Team - Wendy Everingham

Weed Team - Geoff Knight

Maintenance and Drainage - Brian Downey

Tracks and Access - Daryl Warnock and Liz Briggs

Pests - Kirsty Brennan, Robin Dawson and Greg Jack

11.5 Lyttelton Mountain Bike Club Proposals

Greg Jack provided a report See **Appendix 1** that asked for the support of a low exit/entry point that enables a safe route to work around the Sumner Road Project. The proposal will be going ahead regardless of the Committee's opinion as it was already approved by Council via the Sumner Road Resource Consents. It is however, in a position to provide feedback on the desired route. Daryl Warnock, as part of the Tracks and Access Working Group, wanted to hear from anyone on the Committee who had thoughts on the matter and he will provide updates on progress.

12 Other business

12.1 Planting Team Report

Wendy Everingham provided an update on this year's planting and planting plans for 2018 and 2019. See **Appendix 2**. It was felt that the future planting plans should be considered in the new Development Plan. There is a balance outstanding to DoC Nursery for the 2017 plants

12.2 Resolved that the payment of \$751.66 to Department of Conservation Motukarara nursery for plants be approved.

MOVED Richard Hopkins **SECONDED** Brian Downey **CARRIED**

12.3 Weed Team Report

Geoff Knight gave a brief report on the monthly weed day. See **Appendix 3**.

13 Meetings

Frequency of meetings was discussed and set to the second Monday of each month. In the event of that being a public holiday, the meeting will be held on the third Monday of the month.

The Next Meeting Dates are Mondays May 8th 2017 and June 12th.

14 Close

With no further business to attend the meeting closed at 9.09 pm.

Chairperson

Date

Appendix 1

Uruman Recreation Reserve Low Exit Proposal

Recommendation

That the LRMC support the extension of the “Grommies” track to exit just above the Quarry, to provide a temporary, low exit point from the Reserve and reduce the risk associated with members of the community exiting into the closed portion of Sumner Road, where construction and rock-blasting activities are scheduled to continue until at least the end of 2018.

Context/Problem

Late in 2016, after several years of development, several mountain bike tracks were completed and Council track signage was installed. Only a few weeks later however, the project manager for the Sumner Road re-opening project became concerned that although mountain bike trails on the lower slopes of the Uruman Recreation Reserve did not terminate on Sumner Road, that some riders may be tempted to continue to the road in preference to riding back up and over to the Foster Terrace access point.

Accordingly, the Council closed a large portion of the lower part of the Reserve above Sumner road, which has forced the closure of three mountain bike trails.

Both the Council and McConnell Dowell, the Sumner Road repair contractors, remain concerned that some people will continue to access the closed part of the reserve and potentially find themselves in the construction zone.



To further mitigate risk, McConnell Dowell project personnel suggested current road closure gates could be moved to Windy Point allowing a safe, low exit point from the Reserve. Daryl Warnock has subsequently worked with Sumner Road project personnel to find a solution for a low exit point.

Solution: Track to exit just up-road of the Quarry

During recent earthworks to provide heavy machinery access around Windy Rock Point, the contractors identified a possible exit from the reserve, near the quarry. Making use of existing benches from historic quarrying works, all parties considered that a track can easily be cleared through broom down to the road, to exit just up-road from the quarry. This would allow the current road closure gates to be moved to Windy Point, allowing public access to/from Lyttelton and this low point of Urumau Reserve, via Sumner Road.



Legend:

| | |
|-----------------|---------------------------|
| Light blue line | = existing Grommies track |
| Dark blue line | = low exit track |
| Red line | = Road Closure Barrier |

Health & Safety

Following a visit by a CCC OSH inspector and Nick Singleton, CCC Port Hills Ranger, the following risks and required mitigation actions were identified:

Risks

- 1) Potential rock fall risk from bulldozer benches
 - Mitigation required: CCC to investigate and coordinate removal of any obvious rock fall hazards.
- 2) Unauthorised access of surrounding work areas e.g. the quarry
 - Mitigation required: Fencing to be installed.
- 3) Track users exiting quickly onto the road, where they may be at risk of being hit by vehicles.
 - Mitigation required: Gate to be installed where track meets road, forcing riders to slow and dismount.
- 4) Track gradient may exceed rider capability
 - Mitigation required: Track sign to be installed, communicating track grading

Plan

Steps to implement.

| What | Who | When |
|--|--|---------------|
| Committee support low exit. | LRMC | 10 April 2017 |
| Site handover to LRMC tracks working group and CCC park rangers. | CCC Sumner Rd project manager & McConnell Dowell project manager | April |
| Risk mitigation measures, as above | CCC Port Hills Rangers | May |
| Track building | LRMC tracks working group | May/June |
| Road closure barrier moved to Windy Pt | McConnell Dowell | June |
| Recently closed tracks re-opened | CCC | End of June |
| Public informed | LRMC / CCC | End of June |

Finance

Costs to implement will be met by CCC.

Appendix 2

Planting Team 2017 – 2019 Urumau Reserve Activities, Plans and Goals.

March 25th 2017

What's Happened in three years....

Community planting resumed in Urumau in 2015. The team has had two successful seasons. In 2015 we planted 300 plants and in 2016 it was a total of 185. The plantings have been done by interested members of the community and Lyttelton Primary School.

Aims for 2017-2019

Our plans are based on the Reserve 68 Development Plan of 2008. This plan identified that a fire break was needed to be created between the reserve boundary and homes that sit adjacent in Foster Terrace. We have completed this work behind numbers 34 and 32 Foster Terrace. This planting season we will move to the area behind 30 Foster Terrace. In 2018 and 2019 we plan to continue this work slowly progressing southward until all the homes in Foster Terrace have had their boundaries re-vegetated.

In addition to this work we are also proposing that we plant a 2 metre boundary row of hebes and flaxes above the bench track. Drainage was identified as an issue in the last triennium. With quite a bit of gorse and broom sitting above the drain the idea is that we interplant with the aim of eradicating the broom and gorse that can block the drains. With a large stock of hebes and flaxes that we have grown from seed, this is possible.

Longer term aims ..

We also propose that a further aspiration we have is we would like to plant out the remainder of the area to the left of the pittosporum tree to complete the lower section of the bench track plantings. This area will link to the zig zag planting along the entrance way from Foster Terrace. We have no plans to re-vegetate the Foster Terrace or Reserve Terrace entrance areas in the near future.

Components of the Planting Team...

Each year of operation our project has developed and our learning s have grown. The entire project has expanded considerably. Attached to the planting team is now a watering and propagation team.

Waterers ensure the new plants have the best chance of survival by applying 2 liters of water per plant as per a schedule developed by Brian Downey. Over the two years since this team has been developed 15 people have assisted with this critical activity. Each planting area requires watering for two years during the drier months of the year.

In 2016 we also expanded our group to include a seed collection and **propagation** group. With so little plant material available from our ecological district we decided this would be sensible. Permission was sought from a local landowner and we collected our first seeds in 2016. Many of those seeds have now germinated and we intend to plant them into the reserve

either this year or next. Seven people have joined in the seed collecting group and a further 11 have either tried growing the seeds or have assisted in potting up.

It is our ultimate intention to create our own nursery. We are in discussion with the Lyttelton Community Garden Team about this initiative. They have some space that they will consider making available to us. Mean time the seedlings are looked after at private homes and the larger plants are stored by Brian Downey off site.

Our group is also assisted by the **Weeding** team. Each month they sweep our planting areas and remove weeds. They have carefully removed Old Man's Beard and Sycamore from our area. They also identified a large area of boysenberry and removed that from the southern boundary. This resulted in us planting out this area near Gilmour Terrace as part of this seasons planting effort.

Our group has developed its own health and safety procedures in lieu of any material from the City Council. All community planting days require safety briefings and instruction. All seed collecting days require checks to ensure the group is safe and accounted for.

Since 2014 we have recorded 3,649 volunteer hours on work related to planting, weeding, management and maintenance of this area.

Ultimate Objective

Urumau Reserve is a place where we only plant genetic material from our very special ecological district – the south side of the Port Hills. The reserve needs to be a place where our genetic diversity is celebrated and preserved. With so little remnant seed stock let this be our chance to try and stop species extinction and preserve this areas rare genetic material.

Currently the planting team is:

Planting Working Group
Wendy Everingham and Helen Greenfield
Technical Assistance Brian Downey

Watering Group Team Leader
DJ Matteson

Propagation and Seed Collecting Group Team Leader
Helen Greenfield

Weeding Group Team Leader
Geoff Knight

If you would like to be a part of this team please let us know. Call Wendy 021 047 6144

Work Areas for the next Three Years

Area Description

Block 3 - Behind 30 Foster Terrace

This block does have some plantings from the previous plantings that have survived. The site is a mixture of **Ulex europaeus* gorse and **Cytisus scoparius* broom, old plantings, and small patches of grassland **Dactylis glomerata* cocksfoot.

Total area approx. 308m².



Block 3 - Planting for 2017

With shelter around 70% we require approximately 200 plants plus an additional 60 plants for above the track.

Rationale for choosing this site for planting

- ☐ This area is much easier to care for. With water available from nearby homes, the summer maintenance regime will be easier to apply.
- ☐ The current fire break has gaps in it. The break is needed to stop/slow fire originating from the residential area entering the reserve. From previous experience if the entire reserve burns the entire area becomes unstable and this is detrimental to the whole area.
- ☐ We need to improve the weed barrier between the residential areas and the reserve.

Block 4 Planting 2018

We propose planting another 260- 300 plants . Continuing behind 28,,26,,24, Foster Terrace and 2 metres above the bench track.

Block 5 Planting 2019

As above and continuing moving down house by house. The areas here are smaller as the width between the bench track and household back yards is smaller.

Planting Methodology

Keeping in mind the harshness of the site and the proximity to the residential homes, we propose that the planting commence with low vegetation at the residential boundaries increasing in height towards the bench track. Where walking tracks are identified in the planting area, a gap of 1.5 metres across the path will be left. One and a half meters from the bench track the planting will stop. This last line of planting will be predominantly *Phormium tenax* NZ flax.

In open and exposed sites plants will be spaced metre by metre. In this area we are selecting the most hardy plants. Where cover from **Ulex europaeus* gorse and **Cytisus scoparius* broom exists plants will be spaced 2 metres apart. All plants must come from locally-sourced seed stock and purchased plants ideally should be as large as possible (preferably 2-litre pots).

Plants will be ordered well in advance of the planting date to secure supply and obtain a discount. We will grow our own stocks based on our seed collecting excursions.

Purchased plants will be delivered as close as possible to the planting date to minimise the holding period where plant condition may deteriorate and the plants become stressed in their pots. The planting plan with plant locations will be circulated well in advance and on the day team leaders will ensure that the specified plants are planted in the correct location.

Preparation

The proposed planting site will be prepared for the planting via a series of working bees.

Any invasive weeds will be identified and removed prior to planting and each planting site will be identified and prepared.

Team leaders will be required on planting day to ensure that plants are planted correctly and in the right place, as well as to oversee the general welfare of the participants. These team leaders will receive training leading up to the planting day, as per the project timeline in Appendix A

Maintenance of planting site post-planting

The committee will arrange regular visits to the planting area to weed and mulch the plantings. This will happen each spring for two years after planting. Over summer, watering will be performed when required. This is determined by monitoring the amount of rain and soil moisture.

Proposed Plant List

Plants that have been selected are suitable as initial nursery plants and for planting in open spaces. They have been identified as part of the natural flora in the area and are hardy and fast-growing with attributes such as fire resistance, erosion control, and shelter provider. The **Ulex europaeus* gorse and **Cytisus scoparius* broom on the blocks will be retained to act as shelter for the new plants. Tolerance of sun/shade, wet/dry, wind, frost sensitivity, and plant height have all been considered when selecting the plants in the following list. The list of approximately 17 species will allow for options depending on availability when ordering. List 1 plants are more hardy and will be used on open ground and List 2 plants are better suited for inter-planting between the **Ulex europaeus* gorse and **Cytisus scoparius* broom.

List 1

Coprosma 'small leaf' 4-5m
Coprosma robusta 4-5m
Cordyline australis (cabbage tree) 12m
Griselinia littoralis (broadleaf) 10m
Hebe strictissima (koromiko) 2m
Hoheria angustifolia (lacebark) 10m
Myoporum laetum (ngaio) 12m
Olearia fragrantissima 6m
Phormium tenax (flax) 2-3m
Pittosporum tenuifolium 8m
Sophora microphylla (kowhai) 10m

List 2

Melicytus ramiflorus (mahoe) 10m
Myrsine australis 6m
Pennantia corymbosa 10m
Pittosporum eugenoides (lemonwood) 12m
Pseudopanax arboreus (fivefinger) 8m

(Plants best suited for inter-planting between
the , **Ulex europaeus* gorse and **Cytisus*
scoparius broom.)

Plant Costs

Based on the DOC 2017 price list and with a 25% discount for early ordering, the price per plant is \$3.11.

For planting in 2017 we are initially budgeting for 260 plants at a cost of \$810. See order below. Appendix A

For planting in 2018 we are budgeting for 300 plants: cost \$950

For planting in 2018 we are budgeting for 300 plants: cost \$950

Total budget: \$2710. We believe there is enough money from existing funds to support these purchases.

Additional Costs

We anticipate getting sponsorship for worker and working bee lunches. Similarly we should be able to borrow extra equipment needed. Advertising costs should be nil as we utilize free community networks to get our information circulated. We are also seeking to source potting mix, bags etc direct from the CCC. If we made our own nursery we believe we can source most items for minimal cost and use our own labour to construct the site.

Items for LTCCP

We would like a water supply to Urumau Reserve

Planting Programme Schedule

For a detailed project scope, see [Appendix A](#). This highlights the project timelines and people responsible for the outcomes.

2017 season our planting plan has been approved by the committee

Resolutions

- ☐ The Committee approves our planting plan for 2018 and 2019: .
- ☐ Payment of a committee cheque for \$751.66 for our DOC order. This would be payable by 1st May 2017.

Department of Conservation
Motukarara Conservation Nursery
RD 2 Christchurch 7672

30 March 2017

E-mail abaird@doc.govt.nz / Ph (03) 3297846

Confirmation of Order

SalesID Customer
Address

Address

Delivery

5213 Lyttelton res management com.

PO Box 79
Lyttelton 8841

Sale Type: Pre Order Restoration Project

Order Date: Wed, 23 Nov 2016

Required Date: Mon, 1 May 2017

| Line ID | Product ID | Container | Description | Number | Unit Price | Line Total |
|---------|------------|-----------|-------------------------|--------|------------|------------|
| 9 | 7062 | RX90 | Hebe strictissima | 30 | \$3.43 | \$102.90 |
| 11 | 6861 | SOP | Cordyline australis | 30 | \$3.43 | \$102.90 |
| 13 | 6853 | SOP | Coprosma propinqua | 20 | \$3.43 | \$68.60 |
| 14 | 7116 | SOP | Coprosma virescens | 20 | \$3.43 | \$68.60 |
| 15 | 6825 | SOP | Hoheria angustifolia | 20 | \$3.43 | \$68.60 |
| 2 | 6071 | 2 Ltr POT | Olearia fragrantissima | 10 | \$8.26 | \$82.60 |
| 10 | 6320 | SOP | Griselinia littoralis | 10 | \$3.43 | \$34.30 |
| 7 | 7160 | SOP | Myoporum laetum | 10 | \$3.43 | \$34.30 |
| 6 | 7072 | SOP | Pseudopanax arboreus | 20 | \$3.43 | \$68.60 |
| 5 | 6962 | SOP | Pittosporum tenuifolium | 10 | \$3.43 | \$34.30 |
| 3 | 6855 | SOP | Phormium tenax | 20 | \$3.43 | \$68.60 |
| 1 | 7042 | SOP | Sophora microphylla | 10 | \$3.43 | \$34.30 |
| 12 | 6968 | SOP | Coprosma robusta | 20 | \$3.43 | \$68.60 |
| 4 | 7003 | SOP | Pittosporum eugenioides | 10 | \$3.43 | \$34.30 |

| | |
|-----------------------|-----------------|
| Line Total | \$871.50 |
| Discount 25.0% | -\$217.88 |
| Freight | \$0.00 |
| Sub Total | \$653.63 |
| GST | \$98.04 |
| Total | \$751.66 |
| Discount | \$0.00 |
| Sub Total | \$751.66 |
| Deposit | \$0.00 |
| Amount | \$751.66 |
| Owing | |

Appendix B - Project Timelines 2017

| Task | Date | Name |
|-----------------------------------|---|--------------------------------------|
| Liaison with schools | Before 30 April 17 | Wendy, Brian |
| Organising BBQ equipment etc | We have access to a community BBQ | Wendy |
| Organising adults at schools days | Before 21 May 17 | Brian, Sub-committee |
| Finalising publicity | Before 21 May 17 | Wendy, Helen |
| Cheque for plants | Before 1 May 15 | Wendy Brian |
| Arranging delivery of plants | Before 1 June 15 | Brian/Wendy |
| Planting site preparation | Every 2 nd Sunday from April to June | Working Bee |
| Arrange media coverage | Before 16 July 15 | Wendy, Helen |
| | | |
| Schools plantings | ? | All available members and associates |
| Team Leader Training Day | ? | |
| Class Planting | | |
| Public planting days | Sunday June 11 Sunday July 9 Sunday August 13 10 - 12 pm, 1 - 3 pm | All available members and associates |
| Watering plan | 01 Oct 15 | DJ |
| Call for volunteer Water Roster | 31 Oct 15 | DJ |
| Release days | Sunday September 10 | Wendy, Helen |

Appendix 3

Weeding on Urumau Reserve

The Lyttelton Reserves Management Committee is responsible for two reserves: south of the Bridle Path we have Whakaraupo and above Foster and Gilmour Terraces, all the way over 'Timeball Hill' to the Sumner road we have Urumau. We resumed active management of the reserves post-earthquakes in late 2015. When I say 'active management' our overall strategy is minimal interference. This means that we basically stand back and let nature take its course. The reserves are ideally suited to this approach as they have moderate rainfall and good seed sources in the nearby bush remnants, and it is working. One of the pleasures in helping with the weeding is seeing the wilding seedlings establishing themselves.

We meet at one o'clock in the afternoon of the last Sunday of each month at the Foster Terrace entrance to Urumau and weed for two hours, unless it is raining or the bush is wet. We've been doing this for eighteen months and have made good headway. We are fairly systematic, targeting a small number of particular pest species including old man's beard, boneseed, and sycamore. We have worked along the underside of the bench track from north to south and are now going back the other way above the bench track and below the four-wheel-drive track. Recently we concentrated on clearing out a patch of boysenberry on our border at the end of Gilmour Terrace.

The work isn't arduous, it is interesting and also very satisfying. You never regret spending time in the hills and they're only going to get better over time. If you would like to come along and join in, you'd be very welcome.

Geoff. Knight

MINUTES OF THE TRI-ENNIAL GENERAL MEETING OF THE PIGEON BAY RESERVE
MANAGEMENT COMMITTEE HELD ON 26th NOVEMBER 2016, AT PIGEON BAY HALL.

The meeting opened at 2.10pm.

Present: Brenda Graham, Sylvia McAslan, Helen & Fred van Workum, Ross McGregor, Ricky Tukua, Vince Luisetti, Charles Stewart-Robinson

Apologies: Heather Walls, Murray Walls, Pam Richardson

Minutes of the previous triennial meeting (28/6/16) were read and confirmed. (H. van Workum / B. Graham)

There were no matters arising.

Correspondence: email Heather Walls - notification of her and Murray's intention to stand for election to the Committee, and apology for non-attendance. And also their financial report.

Finance:

Financial report was presented. By email

Moved H. van Workum / S.McAslan "That the financial report be accepted." *Carried*

Chairman's Report

Presented as read.

Moved B.Graham / C. Stewart-Robinson "That the Chairman's report be accepted"

Election of Committee Members:

| | |
|--------------------------|--------------------------------|
| Brenda Graham | S.McAslan / C.Stewart-Robinson |
| Helen Van Workum | S.McAslan / C.Stewart-Robinson |
| Heather Walls | B. Graham / H. Van Workum |
| Murray Walls | B. Graham / H. Van Workum |
| Ricky Tukua | S.McAslan / C.Stewart-Robinson |
| Vince Luisetti | B. Graham / H. Van Workum |
| Charles Stewart-Robinson | B. Graham / H. Van Workum |

Moved B. Graham / H. Van Workum "That nominations are accepted" *Carried*

General Business

There being no further business the meeting closed at 2.25pm.

MINUTES OF THE ROBINSONS BAY RESERVE MANAGEMENT COMMITTEE

Held at Pippa Foley's on Monday 22ND May 2017

PRESENT: Pippa Foley, Averil Parthonnaud, Paddy Stronach, Marion Wilson, Suky Thompson, Raywyn Stronach

APOLOGIES: Pam Richardson Pippa/Paddy carried.

MINUTES: The minutes of the Meeting held on 27th March 2017 were read and confirmed. Pippa/Marion carried

BUSINESS FROM MINUTES: Paddy will forward duplicate invoice for Domain wooden gate for Pip to forward to CCC for reimbursement.

FINANCIAL: No bills to paid since last meeting so balance remains at \$932.43

CORRESPONDENCE: Various emails to and from Council: Suky and Council, re car park sign, Pippa and Darcy Arnold re Parking area, Pippa and Mandy Black re maintenance, Steve Gray re car park, Pam Richardson and Lee Robinson re roll over funding, emails to committee members re waste water submission.

Outward: emails to do with above correspondence plus submission to CCC to roll over funding for car park. Copy of March minutes sent to Liz Carter

GENERAL BUSINESS:

Domain maintenance: Mark Fagg from Tree Tech will let us know when he is available to remove trees. Mandy Black is our new council liaison.

Carpark: Steve Gray has taken over capital works from Arnold Darcy at CCC. He reports City Care are planning to start on site on Mon 28th May. Invites any committee member to meet on site at 12.30pm. Committee presented submission to CCC to roll over funding for the car park for 2017/18 financial year.

Carpark sign. Suky has OKed the final sign design and this is now at the printers. When printed, the sign will be stored in Foleys woolshed until it can be framed with totara and erected at the carpark.

Steve Gray (CCC) gave the committee an update on funding: Budget Fy 17 \$174,976. Actuals to date: \$7,661 Committed funding \$41, 609. Available funding \$125,706. He notes he is planning to carry forward approx \$124.00 for wharf repairs. This was met with unease by members. Pippa was asked to write to Steve pointing out the agreement to allow funds for the wharf is only after the Domain has been completed. The committee is adamant the bird boxes should be installed and there are still two areas yet to be decided upon.

Motion: That the bird boxes and display areas be completed before money be donated to wharf.

Paddy/Marion carried Pippa to write to Steve.

Cheese Mold display. Paddy has spoken to Nick Thacker but no progress at present as Nick very busy. Averil offered to supply the corrugated iron for the roof.

Submission. Pippa reported the submission to roll over funding for another year has been submitted.

Meeting finished approx 5.00pm.

Signed as a true and correct record..... Date.....

MINUTES OF A MEETING OF THE PIGEON BAY RESERVE MANAGEMENT COMMITTEE
HELD ON 26/11/2016 AT PIGEON BAY HALL, PIGEON BAY

Meeting Opened 2:30pm

Present: Brenda Graham, Helen van Workum, Vince Luisetti, Ricky Tukua, Charles Stewart-Robinson

Apologies: Heather Walls and Murray Walls

Election for key roles in Committee:

| | |
|------------------------------------|-------------------------------------|
| Chairperson: Brenda Graham | V. Luisetti / R. Tukua |
| Secretary: Helen Van Workum | B. Graham / R. Tukua Robinson |
| Treasurers: | |
| Heather Walls | B. Graham / H. Van Workum |
| Murray Walls | B. Graham / H. Van Workum |
| Committee members: | |
| Ricky Tukua | H. Van Workum / C. Stewart-Robinson |
| Vince Luisetti | B. Graham / H. Van Workum |
| Charles Stewart-Robinson | B. Graham / H. Van Workum |

Minutes of the previous meeting 26/06/2016 were read and confirmed. R. Tukua / H. van Workum

Matters arising from the minutes of the previous meeting: Vince responded re. 50% on caretaker's bonus as to whether this was an appropriate amount when viewing present contract being offered. Murry and Ross thanked for their hard work putting up the caretakers shed.

Correspondence out:

1. Invoices
2. General emails re. meeting dates
3. Emails organizing caretakers shed
4. Concerns re. caravan awning floors

Correspondence in:

1. Received 3 waiting list letters
2. CCC emails
3. Max and Pam Anard site to be forfeited / Warren and Dagma Guy have accepted this site

Finance:

1. Same as previous meeting

Risk Management Report

1. Unsafe awning floors identified, owners contacted. – problem now resolved
2. Campers using disabled toilet as shower room – hazard

Caretakers Report

1. No verbal or written report at present. Brenda will let Gus (caretaker) know he can do so

General Business

1. Septic tank system – problems with frequency of emptying tank. Charles and Vincent to follow through as to if there are any other septic tank options
2. Weep in toilets
3. Site increase in future to cover extra cost. Move to increase casual fees as of the 1st of February. Casual fees to be \$15 per site, extra adults \$4, extra children \$1
Moved Vince / Charles
4. Query as to whether a shower block needs to be investigated to prevent hazards in toilet block
5. Possible working bee for plants that have been donated. Charles kindly offered to give advice on this.
6. One caravan broken into – Sandy
7. One overdue account. Reminder sent.
8. Waiting list – 3 new entries. Letters and email circulated at meeting. Helen moved that they be added to the waiting list. Seconded by Brenda that they be accepted.
H. van Workum / B. Graham

Next meeting: to be notified

Meeting Closed: 3:45pm

Dated:

Signed

Item 6

Attachment J

**Okains Bay Reserve Management Committee meeting held on Tuesday 13th
December 2016**

AGM and bi-monthly meeting combined

Present: Richard Boleyn, Riki Lewis, Judy Thacker, Nick Thacker, Klaus Rexer, Derek Cox, John Thacker, Peter Thelning, Darren and Michelle Wallis-Hartley, Colin Jacka.

Apologies: Pam Richardson, Wayne Kay, Richie O'Malley, Andrew Turner, Peter Te Rangihiroa Ramsden. *Moved Derek/Riki "That the apologies be accepted."* Carried.

Peter Thelning resigned from the Board. Judy thanked Peter and Cynthia for their work over the last 34 years on the Board. *Peter left the meeting.*

Richard nominated everyone else back onto the Board including Wayne and Richie. Riki Lewis was co-opted as the Koukourarata representative and Peter Te Rangihiroa Ramsden as the Ngai Tahu representative. *Moved Richard/ Klaus "That everyone be re-elected for the next three years."* Carried.

Richard stepped down as Chairperson. Judy re-nominated Richard as Chairperson. *Moved Judy/Klaus* Carried. Richard accepted.

Minutes of the previous meeting: The minutes of the previous meeting held on October 11th 2016 were passed as true and correct. *Moved Klaus/Nick* Carried.

Matters arising: # Richard asked if Californian thistles have been removed. Darren said yes and presented invoice to be paid.

Judy asked if Dean has painted the roof. Darren said no but he said he will come back and do it.

Nick asked if Sefton's Park has been leased to Peter Moore along with the cemetery paddock. Richard said they have been leased to Peter from the same date. Lester Fletcher lives opposite the cemetery and has offered to keep it tidy and spray weeds around the graves.

Correspondence: Inward; # Tender from Peter Moore for Sefton's Park and cemetery paddock.

Letter (tabled) from Pam Richardson re: Management Plan, Capital spending, lease of Sefton's Park and cemetery paddock and Community Board support for water supply.

Letter from Andrew Turner re: apologies for not being able to attend our meeting.

Letter from Wayne Kay re: apologies for not being able to attend our meeting. *Moved Judy/Nick "That the correspondence be accepted." Carried.*

Amour Jane Ryan and Deb McDonald came to the meeting to ask if the Board would like to pay the costs of running the school pool from November – March, which costs around \$5-6,000 per year. Riki asked if the pool is free and was told it costs \$50 per family for the season. Richard said all kids need to be able to learn to swim. Colin said Council could possibly help with costs of chlorine. Colin suggested this is a project to put to the Community Board for the yearly running costs of the pool. Richard moved \$2,500 be donated towards running costs of school pool and be reviewed yearly. *Moved Richard/Klaus Carried.*

Finance reports: as tabled. # Klaus asked who were Maitland Bros Construction. Darren said they lined the shed and did the spouting in the back ablution block.

Richard said we have a GST account of \$41,000 to pay to CCC.

Darren and Michelle put in an account of \$25,000 for payments made from November '14 – December '16. *Moved Riki/John "That the financial reports for October and November 2016 be accepted". Carried.*

General business: # Richard explained we met Bruce from Duvauchelle camp ground and it was suggested we get together to discuss matters re: camp ground.

Darren said we have to upgrade our emergency evacuation cards. Tsunami or high wind danger and fire risk. Hoping to bring campers to the hall. Civil Defence base for Okains Bay is at the school. Campground base could be the hall. Darren wants to purchase evacuation kits, lights, bbq cookers. High wind warning needs to be managed and we need signs on back of toilets with evacuation plan to hall. Darren said they will manage from hall. Possible signs telling people to move to the top of the hill, etc. campground is susceptible to Southerly winds and trees are high risk. Darren suggested entirely camping ground management but work in conjunction with Civil Defence.

Colin thanked Darren and Michelle for their handling of campers during the latest tsunami warning. *Moved Klaus/Judy "That Darren have signs printed and put throughout the camping ground." Carried.*

John asked what is happening with pest control. Rabbits and possums are everywhere in campground. Darren said it's the wrong time to put poisons down.

John asked if black oyster catchers survived high tides.

Michelle said the sponge cake was from Harriett and a photo board was put together to show her time in Fiji.

Darren said Jason Roberts someone from Rotorua. All up North looking at coastline regeneration. Took photos of development. Top of North Island planting pines to use, chopping at 20 feet, same policy as we have, planting behind these. We have tree management plan. Colin said he wants arborist to do report and long term plan with risk assessment for the tree management plan.

Meeting closed at 9.15 pm.

Next meeting on Tuesday 14th February 2017 at 7.30 pm.

Okains Bay Reserve Management Committee meeting held on Tuesday 14th February 2017

Present: Richard Boleyn, Judy Thacker, Wayne Kay, Richard O'Malley, Riki Lewis, Colin Jacka, Pam Richardson,

Apologies: Darren and Michelle Wallis – Hartley, Nick Thacker, Peter Ramsden, Derek Cox.

Minutes of the previous meeting: The minutes of the previous meeting held on Tuesday 13th December 2016 were passed as true and correct. *Moved Riki/Judy Carried.*

Matters arising: # Judy asked if Dean is going to paint the roof on ablution block at the camp ground. Richard asked Judy to look at what needs to be painted. Colin said the painter that worked on Duvauchelle hall was good value and did a good job.

Wayne asked about arborist to come and work with the Board as consultant arborist.

Darren suggested working with Civil Defence. Pam said the organisational structure for CD Akaroa may change.

Correspondence: # Workshop for RMC trustees will be held on 20th February and email has been sent to all members.

Term investment account matures on 4th February 2017.

On call term account matures on 13th February 2017.

Letter from BNZ re: credit card summary for December 2016.

Letter from BNZ re: credit card summary for January 2017.

Letter from Paymark re: updating eftpos machine.

Moved Judy/Richard that the correspondence be accepted. Carried.

Financial reports: as tabled. These were hand written because the laptop was not working. Sharon to take to Sam Manson to see if it is worth fixing or whether it will need be replaced.

Riki asked who Duncan Armstrong is. Richard said he sprayed the thistles at the camp ground. Colin asked what spray was used as the Board should not be using 'roundup' but a better alternative.

Richard moved \$50,000 be deposited into hall replacement account tomorrow and \$50,000 from cheque account. *Moved Richard/Richie Carried.*

Colin said \$30,000 should cover water system for camp ground through Sue Kelly. UV with multiple filter system in the future. This system would treat all water through the camp and suggested this would be best done over winter. Colin talked about budget which was done with Michelle four months ago.

Pam asked if there is more tree work to be done. A report costing \$4,000 will be done by a tree arborist.

Moved Richie/Wayne that the financial reports be accepted. Carried.

General business: # Richard asked Colin to ask CCC to come and see the river. Pam said she will take it to the Water Zone Committee next week. Richard would like an engineer to look at river from Mason house to the beach estuary. Colin pointed out that fallen trees on the side of the river are a hazard if they get buried.

- # Richard asked if anyone is interested in 10 year management plan. Pam suggested going through the Community Board. Colin said CCC are rolling out one all-encompassing management plan for all of Banks Peninsula but all areas have their own plans. Pam said because Ngai Tahu own the land Okains Bay could be different. *Pam to action.*
- # Richard is concerned about caravans at the beach that have not been used for a year. Some have not been removed. Richard said Darren could contact owners ask them to remove.
- # Richard asked Riki if he has heard from architect re: concept plans for the hall. Pam said someone needs to follow up. *Riki to action.*
- # Richard moved the secretary/treasurer honorarium be increased to \$3,000 per year. *Moved Richard/Richie Carried.*
- # Pam asked if there have been any problems at the beach this season.
- # Pam suggested the meeting start with a Health and Safety report from Darren and Michelle.
- # Pam complimented Judy on the plantings at the beach and recognised the effort put in to keep them healthy.
- # Judy said campers are coming and planting trees, putting up protection from rabbits and taking pride and ownership in the camp ground.
- # Pam also said the toilets were really clean and the women appreciated how well kept the ablution blocks are.
- # Colin said the pavilion is not used for sleeping but only cooking and meeting. The bunks have been removed.
- # Pam said the drains in front of the gate area need to be cleaned out again. Every time it rains silt is washed down from the hills. Pam said maybe we need to keep it clear ourselves. Richard said when digger is around we will clear the drains. A willow tree and macrocarpa tree will be felled (in front of cattle stop). Pam commented on a lovely night at the campground when she visited and how much they enjoyed the atmosphere.
- # Colin voiced his concern about the piles of logs that need to be used this winter so they cannot be climbed by children. These are in the middle of the bike track and are very tempting for the children to climb on.
- # Pam asked if the dog signs had come. Colin said they had been changed.
- # Colin said someone had put faeces in the soap dispensers twice. These have been replaced. Some cubicles have been smeared with faeces as well.
- # Coin boxes at showers have been broken into 4 times this year.
- # Security cameras on corner outside ablution blocks would be a deterrent for this behaviour and would also allow Darren to monitor from the office. \$10,000 would cover a suitable system and Colin will look at quotes for the next meeting. *Colin to action.*
- # Colin said to think about children aged under 5 free. Colin wants some structure in all holiday parks in Christchurch. 0-2, 3-15 child 16 –adults or keep it under 5 free. Board to consider for next meeting. Pam suggested Colin give ideas of Spencer Park, Duvauchelle, etc. \$12 adult \$6 child or family rate?

Darren said it would be a good idea for a site survey and maps for depth of power and water cables throughout the camp. Plans need to be documented and on file at the office so contractors can consult. *Colin to action.*

Darren said Board need to buy a chainsaw, pruning saw and personal protection equipment for work at camp ground. *Moved Richard/Richie that Darren buy a new chainsaw and ppe gear to meet Health & Safety standards. Carried.*

Pam asked if the liquor ban worked this year.

Pam asked when the sand was last taken from Okains Bay to Akaroa. Richard said 3 years ago. The Council may look at consent to get sand from here for Akaroa again.

Meeting closed at 9.20 pm. Next meeting on Tuesday 11th April 2017 at 7.30 pm.

**Minutes of Meeting of Stanley Park Reserve Management Committee
held on the 4th May 2017 at the Akaroa Yacht Club at 0900**

Present: Elizabeth Haylock (Chair), Peter Haylock, Kit and Robyn Grigg, CCC Park Ranger.

Apologies: Rod Naish, Grant Ryan, Janis Haley - accepted

Minutes of Meeting of November 16th – confirmed taken as read

Matters Arising following Park inspection 9th February with CCC Project Manager and Parks Ranger. Project Manager has contacted two local fencers to renew boundary above French Village. The Parks Ranger to follow up, as Project Manager has moved from his CCC position. Connection to trough from water pipe on road yet to be installed.

Financial: After being alerted that the budget for capital work on Stanley Park in the Draft Annual Plan had been slashed to zero, Elizabeth put a submission to the draft annual Plan, (see addendum), and spoke to the submission at the Induction of the hearing on the Plan at Akaroa, supported by Janis Haley and the Parks Ranger.

Elizabeth also attended the Induction of Reserves Structure on the 23rd March. The Committee decided to request a copy of the Minutes of that Meeting.

A final draft of the Structure is yet to be published.

The Parks Ranger reminded the Committee that we can fundraise as a Corporate Reserve Structure and use funds so raised solely for Stanley Park projects.

The Parks Ranger was asked if she would supply the Committee with a 'readable' financial statement.

Maintenance: The Committee expressed concern at the manner in which the cutting of top growth was carried out. The use of motorised weed trimmers was slow and inefficient, as a large area of the park could be topped by tractor mounted mower.

Robyn reminded the meeting the need for continuing vigilance in dealing with noxious weeds, especially Old Man's Beard. The Parks Ranger pointed out that the 'annual' maintenance, carried out on all reserves, is due. The Committee asked that we be given prior notice of any scheduled maintenance.

Elizabeth pointed out that the Park is very much a tourist venue, and fully warrants keeping in good order.

Following recent heavy rain the access path, leading from the top of the staircase to the kissing gate above the fire station, has been badly scoured. The water table alongside is choked with grass and debris, and needs re-trenching with a suitably sized digger, preferably before winter. The new 'kissing gate' at the Watson street entrance is a marked improvement, but the spring tension may need re-adjusting for children and elderly visitors.

General: Discussion on the development of the Gough property and the need for the SPRMC to liaise with the owners. It was suggested that Rod keep in communication with the Goughs or their landscape architect to ensure any boundary fence would include a gateway for emergency access to the adjacent Park area.

Next meeting: It was thought sensible that the committee meet before any notified council 'annual maintenance', or at least before the August scheduled meeting.

The meeting closed at 1013

Addendum – Submission to Draft Annual Plan

The Stanley Park Reserve Management Committee does not accept a blunt cut to zero in its allocated budget. We missed out on many years of development while waiting for CCC to adopt our Reserve Management plan and we need to be able to move forward. Walking tracks particularly in Stanley Park are very well used when a cruise ship is in Akaroa harbour. This brings a lot of revenue to the CCC Park needs to be well maintained and safe.

We have not spent all our allocated budget for the last financial year as we have not had the support we need to move on with projects due to changes in your staff who work with us and the time it takes to get things done.

Routine maintenance to the walking tracks and entrance ways needs to be addressed on a very regular basis especially in the tourist season.

We are currently waiting for a plan for a kissing gate and entrance steps for the top entry to the Park from Watson street which at the moment is unsafe.

The eradication of invasive plants and weeds on our north boundary needs to proceed so we can implement the planting plan as produced by Hugh Wilson.

This includes purchasing and planting of indigenous flora on this north bank.

Replacement of the boundary fence on the eastern boundary with the Penlington Place properties Nos. 27,29,31,33 & 35.

We ask that the Council be more realistic in the Reserves budget so we all get something to work with for the good of our reserves and to the benefit of our community, and the tourists that visit and use them.

7. Public Notice to prepare Management Plans - Misty Peaks & Te Oka

Reference: 17/65848

Contact: Derek Roozen

Derek.Roozen@ccc.govt.nz

Ext 8798

1. Purpose and Origin of Report

Purpose of Report

- 1.1 The purpose of this report is to request the Banks Peninsula Community Board approve the public notification of the Christchurch City Council's intention to prepare draft Reserve Management Plans for Misty Peaks Reserve and Te Oka Reserve.

Origin of Report

- 1.2 This report is staff generated.

2. Significance

- 2.1 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
 - 2.1.1 The level of significance was determined by assessing the primary decision-making function - that is, the decision to seek public suggestions to assist Council City Council staff with the proposed preparation of separate draft reserve management plans for Misty Peaks Reserve and Te Oka Reserve - against ten criteria for assessment. Dealing mainly with the primary decision-making function of this report, the level of significance came out as low to medium.
 - 2.1.2 The community engagement and consultation outlined in this report reflects this assessment.

3. Staff Recommendations

That the Banks Peninsula Community Board:

1. Exercising its delegated power under Section 41(5) of the Reserves Act 1977, approves:
 - a. The public notification of the intention of Christchurch City Council staff to prepare draft Reserve Management Plans for each of Misty Peaks Reserve and Te Oka Reserve;
 - b. That this public notice be for a period of not less than one calendar month commencing on or as soon as possible after Saturday 13 May 2017

4. Key Points

- 4.1 This report supports the [Council's Long Term Plan \(2015 - 2025\)](#):
 - 4.1.1 Activity: Regional Parks
 - Level of Service: 6.3.5 Provide, develop and maintain facilities to the satisfaction of park users
- 4.2 The following feasible options have been considered:
 - Option 1 – Approve public notification of the intention to prepare draft Management Plans (preferred option)
 - Option 2 – Not approve public notification of the intention to prepare draft Management Plans

4.3 Option Summary - Advantages and Disadvantages (Preferred Option)

4.3.1 The advantages of this option include:

- The statutory (Reserves Act 1977) process of preparing Reserve Management Plans can commence

4.3.2 The disadvantages of this option include:

- There is no disadvantage as this is a required step under Section 41(5) of the Reserves Act 1977

5. Context/Background

Planning Timeframe

- 5.1 Council staff have anticipated the approximate planning milestones for the Management Plan process:

| | |
|--|---------------|
| Community Board approval for public notification of the intent to prepare Plans - | June 2017 |
| Public notification (to start initial issues gathering / receipt of suggestions) - | June 2017 |
| Close of receipt of written suggestions (over one calendar month duration) - | July 2017 |
| Community Board approval for public release of the draft Plans / start of public consultation on the draft Plans - | November 2017 |
| Close of public consultation (three calendar month duration) - | February 2018 |
| Hearings - | March 2018 |
| Approval of the draft Plans as the operative Plans by the Council - | April 2018 |

Public Notification Process – for notice of intention to prepare draft Management Plans

- 5.2 The purpose of this report is purely to obtain approval from the Banks Peninsula Community Board to notify, in accordance with Section 41(5) of the Reserves Act 1977, the intention of the Christchurch City Council ("Council") to prepare separate draft Reserve Management Plans ("Plans"), one for each of Misty Peaks Reserve and Te Oka Reserve.
- 5.3 The proposed period of time for the statutory public notification is the conventionally applied one of one calendar month. However, there will be both internal Council and external stakeholder engagement around and during that time.
- 5.4 The public will be invited in this notification to send in written suggestions, to assist the preparation of the proposed Plans, within the time specified in the notice (one calendar month). The Council, in preparing the draft Plans, will give full consideration to any such suggestions received. No hearing or hearings are required for this first round of public engagement.
- 5.5 The reason for doing the two Plans at the same time is for timeframe-outcome benefits and economy of scale efficiencies and savings with Council staff visiting, reporting and notifying the draft Plans for what are reasonably comparable regional parks in the same general locale.

Misty Peaks Reserve

- 5.6 This park is former farm land (with a small portion on the Akaroa Harbour side (approximately 62 hectares) still under a (non-cattle) grazing lease) situated above Akaroa that was purchased by the Council in 2007 for the purpose of a regional park. It comprises just over 500 hectares in area and rises in altitude to just under 800 metres above sea level and contains a range of habitats - from lowland podocarp forest and beech remnants to sub-alpine snow tussock and unique rocky outcrop flora. The Park provides a lot of scope for both recreation and biodiversity opportunities to be realised.

- 5.7 The majority of the land is reserved as Scenic Reserve. It adjoins the privately owned 1,200 hectare Hinewai reserve, this with its important range of visitor attractions, and surrounds Armstrong Reserve, administered by the Department of Conservation. It is situated on the route to the Akaroa Heads lighthouse reserve, Flea Bay marine reserve and Banks Peninsula's largest penguin colony. See [Attachment A](#) for a location plan (approximate park boundary only).
- 5.8 Specific values of the Park include:
- Provides a picturesque background to the Akaroa Township.
 - Contains small blocks of 'old growth' red beech forest in the outer bays portion of the park, and the high tops are mostly clothed with snow tussock and regenerating indigenous montane forest. There is high potential for native vegetation regeneration.
 - Contains six plant species that are included in the New Zealand threatened plant list and nine species that are rare or uncommon on Banks Peninsula. Also, twenty native birds have been recorded in the area, all five Banks Peninsula lizards are likely to occur and the Banded Kokopu fish has been noted in the streams.
 - Aylmers Valley, on the harbour/Akaroa side of the Park, contains an attractive boulder stream that flows year-round and provides the primary water supply for Akaroa.
 - Aylmers Valley has a notable ten metre high waterfall (Newtons Waterfall), a popular Akaroa walking destination in the early part of last century.

Te Oka Reserve

- 5.9 The Council purchased in 2009 the 903 hectare Te Oka Farm, a coastal headland property adjoining Tumbledown and Te Oka Bays in the southern bays sector of Banks Peninsula, this purchase comprising four parcels of land that are classified Recreation Reserves. See [Attachment B](#) for a location plan (approximate park boundary only).
- 5.10 There is existing stock (predominantly sheep) grazing and an on-site farm manager. However, about 34% of the reserve is now retired from grazing.
- 5.11 The purpose of acquisition was for the protection and enhancement of the area's biodiversity for future generations - to protect and enhance biodiversity and natural landscape, and provide recreation opportunity in a natural setting.
- 5.12 Te Oka Reserve covers an altitudinal range from sea level up to about 680 metres above sea level – the only Park on Banks Peninsula that extends from the sea to the summit ridge. It provides the opportunity for sea-to-summit ecological restoration.
- 5.13 There are two high quality biodiversity sites present, with these covering approximately 280 hectares. The rest of the Park has significant conservation value in terms of both existing and potential restored natural values.
- 5.14 Specific values of the Park include:
- About seven hectares of old growth podocarp forest, which is a remnant of the original pre-European forest that once dominated Banks Peninsula (less than one percent remains).
 - A considerable amount of totara regeneration, with trees of three to five metres in height scattered through both the Tumbledown Stream and Te Oka Bay Stream valleys.
 - The two stream have high values for freshwater fish.
 - Contains three plant species that are on the New Zealand threatened plant list.
 - A high quality landscape setting for recreation in a variety of grassland, forested and coastal environments. Includes an excellent track network and access to two bays for surfing and/or swimming.

- A waterfall in a bush gully in the Tumbledown Stream valley.

Reasons for planning

- 5.15 As the land making up these two Regional Parks has been acquired some time ago now (thirteen years in the case of Te Oka Reserve) it is timely to prepare a Reserve Management Plan ("Plan") for each of them to enable their best and appropriate management, development, promotion and use moving forward.
- 5.16 The preparation of a Plan for each of the two Parks is being undertaken simultaneously for reasons of cost/time efficiency with Council staff travel times reduced and other costs, such as for public notice, halved.

Project Aims

- 5.17 The aim, through the proposed Plans for Misty Peaks Reserve and Te Oka Reserve, is to:
- Provide an agreed vision and policy to protect and enhance the natural landscape character and scenic qualities, geological features, biodiversity, and cultural and heritage values of Misty Peaks Reserve and Te Oka Reserve.
 - To provide direction through management policy to effectively manage the physical resources of Misty Peaks Reserve and Te Oka Reserve.
 - To guide, promote and enhance visitor recreation use and enjoyment of Misty Peaks Reserve and Te Oka Reserve.

6. Option 1 - Approve public notification of the intention to prepare draft Reserve Management Plans (preferred)

Option Description

- 6.1 The Banks Peninsula Community Board approves the public notification of the intention to prepare draft Reserve Management Plans ("Plans"), one for each of Misty Peaks Reserve and Te Oka Reserve (preferred option)

Significance

- 6.2 The level of significance of this option is low to medium, consistent with Section 2 of this report.
- 6.3 Engagement requirements for this level of significance are, statutorily, public notice as specified in Section 41(5) of the Reserves Act 1977. Written suggestions on the proposed Plans will be accepted for a period of not less than one calendar month and full consideration will be given to any such suggestions received.

Impact on Mana Whenua

- 6.4 This option does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Ngāi Tahu, their culture and traditions. However, the local rūnanga, through Mahaanui Kurataiao Ltd, have confirmed they will have input into the development of the proposed Plans.

Community Views and Preferences

- 6.5 No particular parties, groups or individuals are presently identified as being specifically affected by this option due to the proposed intention to prepare draft Reserve Management Plans not yet having been publicised publicly. However, this may change following the receipt of written submissions during the proposed notification. In addition, a number of actual or potential stakeholders have been identified and will be contacted and consulted as part of the notification process.

Alignment with Council Plans and Policies

- 6.6 This option is consistent with Council's Plans and Policies.

Financial Implications

- 6.7 Cost of Implementation - standard cost of publicly notifying the intention to prepare draft Reserve Management Plans, including public notice and processing of written suggestions. These costs are provided for in the Parks Unit operational budget.
- 6.8 Maintenance / Ongoing Costs – preparation of the draft Plans and subsequent reporting, public consultation and publication.
- 6.9 Funding source – existing Parks Unit budget.

Legal Implications

- 6.10 None, other than the requirement to implement in accordance with Section 41 of the Reserves Act 1977.

Risks and Mitigations

- 6.11 There is no fundamental risk associated with this option as the public notice will commence the process for preparation of necessary Reserve Management Plans for the parks in question and is an action consistent with the governing legislation (Reserves Act 1977).
- 6.12 However, there is a risk potentially of some unrealistic expectations/proposals by members of the public caused by individual conflicting viewpoints/desires in the written suggestions received. This will result in not everyone being necessarily fully happy with the content of the

future prepared draft Reserve Management Plans when they are advertised for public submission.

6.12.1 Treatment: thorough, comprehensive and reasonable consideration of all of the written submissions received and use, as appropriate, in the Plans' preparation.

6.12.2 Residual risk rating: the rating of the risk is Low to Medium (because you can't please everyone all of the time); however, there will be the opportunity for members of the public to make their views known in due course through written submissions on the draft Plans when they are advertised.

Implementation

6.13 Implementation dependencies - none

6.14 Implementation timeframe - public notice of the intention to prepare the draft Reserve Management Plans can be made as soon as possible after approval to proceed by the Banks Peninsula Community Board. It is proposed to do this on or as soon after Saturday 13 May 2017 as possible. There is no statutorily required period for the receipt of written suggestions upon this notification; however, the convention is for it to be for at least one calendar month. There is also no requirement/need for a following hearing or hearings to be convened. Ongoing interaction with stakeholders and interested parties, and the official start of preparation of the draft Plans can proceed from the date of the public notice.

Option Summary - Advantages and Disadvantages

6.15 The advantages of this option include:

- The process of preparing the draft Plans, with public engagement and input, can formally proceed.

6.16 The disadvantages of this option include:

- None.

7. Option 2 – Do not approve public notification of the intention to prepare draft Reserve Management Plans

Option Description

7.1 The Banks Peninsula Community Board does not approve the public notification of the intention to prepare draft Reserve Management Plans, one for each of Misty Peaks Reserve and Te Oka Reserve.

Significance

7.2 The level of significance of this option remains low to medium, which is numerically consistent with Section 2 of this report, although the assessment for three of the assessment criteria employed differs.

7.3 No engagement requirements are met.

Impact on Mana Whenua

7.4 This option does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Ngāi Tahu, their culture and traditions.

Community Views and Preferences

7.5 As no public notification will be made, community views and preferences will not be sought.

Alignment with Council Plans and Policies

7.6 This option is inconsistent with Council's Plans and Policies

- 7.6.1 Inconsistency – not meeting the requirement to effectively and properly plan for Parks and their values, as promoted in key directional documents such as the Annual and Long Term Plans, Public Open Space Strategy and Biodiversity Strategy. Also, does not comply with the Department of Conservation/Reserves Act 1977 direction to authorities (Council in this case) preparing Reserve Management Plans for Parks under its administration.
- 7.6.2 Reason for inconsistency – purely because the statutory Reserve Management Plan preparation process is not able to formally commence with initial public notification being made.
- 7.6.3 Amendment necessary – in order to proceed with planning, public notification of the intention to prepare statutory Reserve Management Plans for the two Parks is required.

Financial Implications

- 7.7 Cost of Implementation – no costs over and above current Park maintenance costs are incurred.

Legal Implications

- 7.8 Not meeting the Department of Conservation/Reserves Act 1977 required obligations for reserve administrators.

Risks and Mitigations

- 7.9 Not properly planning for the best management of the Parks in question.
- 7.10 The risk is a lesser than optimum best practice management of the Parks caused by not being able to formally commence formal statutory reserve management planning. This will result in the best care, management, use, development and promotion of the Parks not being achieved.
 - 7.10.1 Treatment: undertake instead, non-statutory planning for the Parks that does not require public notification under the Reserves Act 1977.
 - 7.10.2 Residual risk rating: the rating of the risk is high, as not meeting the Department of Conservation/Reserves Act 1977 required obligations for reserve administrators.

Implementation

- 7.11 Implementation dependencies - not applicable
- 7.12 Implementation timeframe – not applicable

Option Summary - Advantages and Disadvantages

- 7.13 The advantages of this option include:
 - Arguably, a cost saving of sorts (in terms of not having to fund publicly notifying the intention to prepare Reserve Management Plans).
- 7.14 The disadvantages of this option include:
 - Potentially significant future operating costs as a consequence of each of the Parks not being managed under a required statutory Reserves Management Plan.
 - The Council not meeting its Department of Conservation/Reserves Act 1977 obligations to prepare statutory Reserve Management Plans for the Parks under its administration.

Attachments

| No. | Title | Page |
|---------------------|--|------|
| A ↓ | Attachment A - Misty Peaks Reserve location plan | 95 |
| B ↓ | Attachment B - Te Oka Reserve location plan | 96 |

Confirmation of Statutory Compliance

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

Signatories

| | |
|--------------------|---|
| Author | Derek Roozen - Senior Network Planner Parks |
| Approved By | Andrew Rutledge - Head of Parks Mary Richardson - General Manager Customer and Community |





8. Little River Issues Working Party Status Report

Reference: 17/446814

Contact: Fiona Nicol

fiona.nicol@ccc.govt.nz

0274 035 716

1. Purpose and Origin of Report

Purpose of Report

- 1.1 The purpose of this report is to provide feedback on the work of the Little Issues Working Party and acknowledge its disbandment.

Origin of Report

- 1.2 This report is staff generated.

2. Significance

- 2.1 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
 - 2.1.1 The level of significance was determined by assessment against the Significance and Engagement Policy criteria. The level of significance came out as low to medium.
 - 2.1.2 The community engagement and consultation outlined in this report reflects this assessment.

3. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the information in this report.
2. Acknowledges the disbandment of the Little River Issues Working Party and thanks all the members for their participation.
3. Resolves to continue to support the implementation of the Little River – Big Ideas Plan through:
 - a. Support for the Little River Wairewa Community Trust
 - b. Supporting projects related to the Plan, through the Councils Long Term and Annual Plan processes.
 - c. Supporting projects related to the Plan with Community Board funding and in the Community Board Plan.

4. Key Points

4.1 Overview

The Little River Issues Working Party was borne out of the desire to promote action following the completion of the *Issues and Options for Little River: A Scoping Document* report prepared by Dr Suzanne Vallance in 2014. This research was prepared with funding support from the Christchurch City Council and the Little River Wairewa Community Trust.

At its meeting on 11 March 2015 the Akaroa/Wairewa Community Board resolved to establish a Little River Issues Working Party with its primary objective being to address the issues raised in the scoping document. See **attached** Terms of Reference as at 14 November 2016.

4.2 Progress

During 2015, much of the Working Party's time was spent considering and responding to issues arising from the District Plan Review, which culminated in a submission to the Proposed District Plan and members attending a formal hearing in November 2015.

During 2016, the Group's focus was on the preparation of the *Little River - Big Ideas* Community Plan. An initial workshop session with the City Council's Urban Regeneration Team allowed the Working Party to explore the broad nature of a process to prepare a plan as well as the broad objectives for its content. The group was clear that it needed to be strategic and forward looking – acknowledging growth and change over time, but that it had to be action focused. Action was in two forms – that which was required from public agencies to tackle infrastructure and governance level issues (e.g. water supply, the health of Te Roto O Wairewa, traffic speeds) and that which the community could pursue using its own resources and sources of community funding.

Over the following months, the views of the community were gathered via a questionnaire and at community meetings. Three newsletters were distributed to keep the community informed. Considered analysis of the community's feedback supplemented with one to one conversations with key stakeholders (local and strategic) led to a range of themes being identified, around which a draft plan began to emerge.

Further refinements to identify specific actions resulted in the draft that was presented to the Akaroa Wairewa Community Board on 10th August 2016. Dialogue to commit buy-in from public agencies, pro-active leadership from the Little River Wairewa Community Trust and constant reviewing of the plan by the working party resulted in the final Plan - *Little River - Big ideas, A Community Plan for Little River and Cooptown* being endorsed by the Banks Peninsula Community Board on 12 December 2016.

4.3 Culmination

The endorsement of the *Little River - Big Ideas* Community Plan by the newly elected Community Board means that it has taken on the responsibility for advocating for the action committed to by public agencies and Council, as well as having a very clear source of evidence to use when considering Little River/Cooptown (and wider Wairewa area) local issues and requests for resources.

In formally receiving the Community Plan, Christchurch City Council now has a clear source of reference when considering larger scale infrastructure investment and other projects being pursued in Little River and the surrounding area. Similarly, the commitments made by other agencies during the plan making process (notably New Zealand Transport Agency and Environment Canterbury) can be expected to be delivered. Regular checking back with delivery teams will be needed to ensure they are honoured.

Following the triennial local elections, the Working Party was anxious to ensure that local action would be stimulated by the completed plan. As a result, a final newsletter was produced and distributed in March reminding and urging local people to help make their ideas contained within the Plan happen.

When the Banks Peninsula Community Board adopted its governance structure on 14 November 2016, it resolved that this Working Party should “...exist for a term of up to six months from 14 November 2016”. Accordingly the Working Party ceased to exist as at 14 May 2017. It held its final meeting at the beginning of April 2017 and has now disbanded.

4.4 Role of the Little River Wairewa Community Trust

The Trust has agreed to provide a focus conduit for applications for funding of *Little River – Big Ideas* projects. Community organisations can go to the Trust for advice and support to further local projects. Both the Trust and the Community Governance Team will be available to provide advice to community groups. It is the intention to direct volunteers to existing groups and bring like-minded people together to form new interest groups.

A position description for a potential Co-ordinator may be created by the Trust. This position could grow and evolve as the outcomes from the document gain momentum. This would ensure that the vitality of the concepts and ideas generated by the LRBI document continue to mature to fruition. Until then the Trust Secretary will take on the extra work. An application for funding to assist with this is included in the 12 June Community Board agenda.

5. Context/Background

5.1 Members of the Working Party

Janet Reeves (Chair)
Tori Peden (Community Member)
Maria Bartlett (Akaroa/Wairewa Community Board)
Mick O'Donnell (Community Member)
Pam Richardson (Akaroa/Wairewa Community Board)
Bryan Morgan (Akaroa/Wairewa Community Board)
Mac Burch (Chair Little River Wairewa Community Trust)
John Boyles (Wairewa Rununga)

Council Support Staff

John Meeker (Urban Regeneration Planner)
Josh Neville (Urban Regeneration Planner)
Fiona Nicol (Community Development Advisor)
Penelope Goldstone (Community Governance Manager)

5.2 Working Party Activity

The Working Party met 18 times and members also attended a number of community engagement sessions.

Attachments

| No. | Title | Page |
|---------------------|---|------|
| A ↓ | Little River Issues Working Party Terms of Reference - 14 November 2016 | 101 |

Confirmation of Statutory Compliance

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

Signatories

| | |
|--------------------|---|
| Authors | Fiona Nicol - Community Development Advisor John Meeker - Principal Advisor Urban Regeneration |
| Approved By | Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa |

**LITTLE RIVER ISSUES WORKING PARTY
TERMS OF REFERENCE
MARCH 2015**

NAME

Little River Issues Working Party

OBJECTIVE

To address the issues raised in the October 2014 Scoping Document for Little River.

STATUS

The Working Party will be a working party of the Banks Peninsula Community Board.

COMPOSITION

- ☐ Three Banks Peninsula Community Board members from the Akaroa and Wairewa subdivisions
- ☐ Three representatives from the Little River community including but not limited to:
 - The Little River Wairewa Community Trust
- ☐ A representative from the Wairewa Rūnanga

The Working Party may second others to assist for specific issues.

The Working Party will set a Schedule of Meetings.

TERM OF WORKING PARTY

The Working Party will exist for a term of up to six months from 14 November 2016.

AIMS AND FUNCTIONS

- To promote the development of a coordinated and integrated approach to the issues identified in Little River.
- To act as an advisory group to Council staff on matters relating to Little River.
- To discuss information and report on what may be achieved through submissions to the Long Term Plan and the District Plan Review.
- To promote the concept of an Area Plan for the district.
- To keep the local community involved and informed in the ongoing progress of the issues.
- Notes from the Working Party meetings to be circulated to the Banks Peninsula Community Board.

Little River Issues Working Party – Terms of Reference

14 November 2016

9. Banks Peninsula Discretionary Response Fund Report 12th June 2017

Reference: 17/528262

Contact: Andrea Wild

Andrea.Wild@ccc.govt.nz

941 5605

1. Purpose and Origin of Report

Purpose of Report

- 1.1 The purpose of this report is for the Banks Peninsula Community Board to consider ten applications for funding from its 2016/17 Discretionary Response Fund from the organisations listed below.

| Funding Request Number | Organisation | Project Name | Amount Requested | Staff Recommendation |
|------------------------|--|--|------------------|----------------------|
| 56163 | Canterbury Westland Kindergarten Association Incorporated trading as Kidsfirst Kindergartens | Shed Relocation Project | \$300 | \$300 |
| 55939 | Lyttelton Anglican Parish | Norfolk Pine Tree Lights | \$500 | \$500 |
| 56214 | Charteris Bay Yacht Club | Renewal of Lifejackets | \$2,597.40 | \$1,700 |
| 56222 | Diamond Harbour Community Association Inc. | Changing the Rain of Seeds | \$2,625 | \$2,625 |
| 56237 | Lyttelton Seafarers Centre | Lyttelton Seafarers Centre | \$700 | \$700 |
| 56246 | Little River School | Little River School Basketball | \$1,200 | \$700 |
| 56252 | Little River Wairewa Community Trust | Trust Secretary Wages/Little River Big Ideas | \$13,000 | \$4,333 |
| 56166 | Church Bay Neighbourhood Association Inc. | Seats for Church Bay | \$1,200 | \$1,200 |
| 56226 | Lyttelton Community House Trust | Operational Costs | \$5,000 | \$1,667 |
| 56228 | The Loons Club Inc. | Operational Costs | \$5,000 | \$1,667 |

Origin of Report

- 1.2 This report is to assist the Community Board to consider applications for funding from Canterbury Westland Kindergarten Association Incorporated trading as Kidsfirst Kindergartens, Lyttelton Anglican Parish, Charteris Bay Yacht Club, Diamond Harbour Community Association Inc., Lyttelton Seafarers Centre, Little River School, Little River Wairewa Community Trust, Church Bay Neighbourhood Association Inc., Lyttelton Community House Trust and The Loons Club Inc.

2. Significance

- 2.1 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
 - 2.1.1 The level of significance was determined by the number of people affected and/or with an interest.
 - 2.1.2 Due to the assessment of low significance, no further community engagement and consultation is required.

3. Staff Recommendations

That the Banks Peninsula Community Board:

- 1. Makes a grant of \$300 to the Canterbury Westland Kindergarten Association Incorporated trading as Kidsfirst Kindergartens towards the Shed Relocation Project.
- 2. Makes a grant of \$500 to the Lyttelton Anglican Parish towards the Norfolk Pine Tree Lights project.
- 3. Makes a grant of \$1,700 to the Charteris Bay Yacht Club for the renewal of lifejackets.
- 4. Makes a grant of \$2,625 to the Diamond Harbour Community Association Inc. towards Changing the Rain of Seeds Project.
- 5. Makes a grant of \$700 to the Lyttelton Seafarers Centre towards operational costs.
- 6. Makes a grant of \$700 to Little River School towards Little River Thunder Basketball Team tournament entry fees.
- 7. Approves a grant of \$4,333 to the Little River Wairewa Community Trust for wages for the secretary.
- 8. Makes a grant of \$1,200 to the Church Bay Neighbourhood Association Inc. towards the cost of materials for seats for Church Bay.
- 9. Makes a grant of \$1,667 to the Lyttelton Community House Trust for the Operational Costs towards power, phone, internet and insurance.
- 10. Makes a grant of \$1,667 to The Loons Club Inc. for the Operational Costs towards power, insurance and rates.

4. Key Points

- 4.1 At the time of writing, the balance of the Discretionary Response Fund is as detailed below.

| Total Budget 2016/17 | Granted To Date | Available for allocation | Balance If Staff Recommendation adopted |
|-------------------------|-----------------|-----------------------------|--|
| \$51,245 | \$28,531 | \$22,714 | \$7,322 |

- 4.2 Based on the current Discretionary Response Fund criteria, the applications listed above are eligible for funding.
- 4.3 The attached decision matrices provide detailed information for the application. Each matrix includes organisational details, project details, financial information and a staff assessment.

Attachments

| No. | Title | Page |
|---------------------|--|------|
| A ↓ | Canterbury Westland Kindergarten Association Incorporated trading as Kidsfirst Kindergartens - Shed Relocation Project | 106 |
| B ↓ | Lyttelton Anglican Parish - Norfolk Pine Tree Lights | 107 |
| C ↓ | Charteris Bay Yacht Club - Life Jackets | 108 |
| D ↓ | Diamond Harbour Community Association Inc. - Changing the Rain of Seeds | 109 |
| E ↓ | Lyttelton Seafarers Centre - Operational Costs | 110 |
| F ↓ | Little River School - Little River School Basketball | 111 |
| G ↓ | Little River Wairewa Community Trust - Secretary's wages | 112 |
| H ↓ | Church Bay Neighbourhood Association Inc. - Seats for Church Bay | 113 |
| I ↓ | Lyttelton Community House Trust - Operational Costs | 114 |
| J ↓ | The Loons Club Inc. - Operational Costs | 115 |

Confirmation of Statutory Compliance

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

Signatories

| | |
|--------------------|---|
| Authors | Andrea Wild - Community Development Advisor Philipa Hay - Community Development Advisor Fiona Nicol - Community Development Advisor Trisha Ventom - Community Recreation Advisor |
| Approved By | Joan Blatchford - Manager Community Governance, Banks Peninsula/Lyttelton Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa |

2016/17 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

| | |
|-------|--|
| One | Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding. |
| Two | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding. |
| Three | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding. |
| Four | Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding. |

| 00056163 | Organisation Name | Project Name and Description | Total Cost | Contribution Sought Towards | Staff Recommendation | Priority |
|----------|---|--|--|---|--|----------|
| | Canterbury Westland Kindergarten Association Incorporated trading as Kidsfirst Kindergartens | Shed Relocation Project The shed relocation is part of a wider project enabling the kindergarten at Diamond Harbour School to resurface the grounds to improve accessibility and the learning environment. Contribution is sought for costs associated specifically with the shed relocation. | \$ 300 Requested \$ 300 (100% requested) | Disconnecting shed from existing foundations, positioning and levelling concrete block foundations at new site, relocating shed - \$300 | \$ 300 That the Banks Peninsula Community Board makes a grant of \$300 to the Canterbury Westland Kindergarten Association Incorporated trading as Kidsfirst Kindergartens towards the Shed Relocation Project. | 2 |

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| Organisation Details Service Base: 13a Hunters Rd, Diamond Harbour Legal Status: Incorporated Society Established: 21/11/1911 Target Groups: Children/Youth Education Annual Volunteer Hours: 150 Project Participants: 60 Alignment with Council Strategies <ul style="list-style-type: none"> Strengthening Communities Strategy Board objective: Core community services are retained and enhanced. CCC Funding History 0 | Other Sources of Funding (This Project Only) Nil Staff Assessment Kidsfirst Diamond Harbour Early Learning Centre (DHELC) opened recently on the grounds of the Diamond Harbour School, is one of 70 kindergartens of the Canterbury Westland Kindergarten Association and is an approved Ministry of Education provider. The centre is open Monday to Friday, 830am-4pm with a choice of full-day, morning or afternoon sessions. DHELC provides early childhood education for children up to six years of age where the staff of six teachers and three volunteers encourage children to learn, play and explore and children can develop while having fun. The shed relocation involves disconnecting the shed from its existing foundations, positioning and levelling concrete block foundations at the new site and relocating the shed. This is part of a wider project costing over \$11,000 which will enable DHELC to resurface the grounds and will include the installation of an all-weather path to improve accessibility especially for children with disabilities. Funds have been secured for the remainder of the project. There is an agreement with the school for the improvements to be made. DHELC is the only early learning centre located on the south side of the harbour which provides daily weekday pre-school education. Diamond Harbour Playcentre located within the Stoddart Point Recreation Reserve is a government funded early childhood provider which is run as a parent co-operative and is open Monday mornings only. |
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2016/17 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

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| One | Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding. |
| Two | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding. |
| Three | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding. |
| Four | Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding. |

| 00055939 | Organisation Name | Project Name and Description | Total Cost | Contribution Sought Towards | Staff Recommendation | Priority |
|----------|--------------------------|--|---|--|--|----------|
| | Lytelton Anglican Parish | Norfolk Pine Tree Lights The Lytelton Anglican Parish (LAP) wishes to permanently install lights to illuminate the Norfolk Pine on the Holy Trinity site, in time for this year's Festival of Lights. This tree has regularly been lit, initially for Christmas Advent and carol singing, and more recently for the Festival of Lights. Contribution is sought towards purchase of lights, timer and splitters etc. | \$ 1,005 Requested \$ 500 (50% requested) | Tree lights, plugs, splitters - \$690 Timer, cable ties - \$165 | \$ 500 That the Banks Peninsula Community Board makes a grant of \$500 to the Lytelton Anglican Parish towards the Norfolk Pine Tree Lights project. | 2 |

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| Organisation Details Service Base: 17 Winchester Street, Lytelton Legal Status: Other Established: 24/04/1852 Target Groups: The community of Lytelton, in particular the children of Lytelton. Annual Volunteer Hours: 1,000 Project Participants: 5,000 Alignment with Council Strategies <ul style="list-style-type: none"> Strengthening Communities Board objectives: <ul style="list-style-type: none"> Our residents are encouraged to participate in cultural events and programmes. Lytelton Harbour is a destination of choice for visitors from Christchurch and beyond. CCC Funding History 2014/15 - \$400 (Tree Lights) DRF | Other Sources of Funding (This Project Only) Garage sale - \$200 Other fundraising - balance Staff Assessment The Lytelton Anglican Parish (LAP) has supported the community for over 160 years, providing religious services and activities, community support services, support for seamen, hosting community events and providing a space for activities in its relocated and newly refurbished heritage Church. LAP has illuminated the Norfolk Pine, visible from around the Lytelton township for a number of years. A professional arborist is required for safety reasons to install and take down the lights on each occasion they are displayed. Initially, the lights went up during Advent and were taken down in early January. The annual carol singing in the week before Christmas typically drew a few hundred participants. This catered mainly for Lytelton residents and was a joint initiative with the community board each year. More recently, the tree has been lit during the annual Festival of Lights held in June. Community activities and workshops are scheduled over a number of days culminating in a street parade and fireworks display which attracts thousands of Christchurch residents as well as those living locally. Light bulbs were damaged while in storage during the earthquakes. Community funding was provided to purchase some replacements a few years ago. LAP has requested funding to purchase more lights, and equipment for permanent installation of the lights in time for this year's Festival of Lights. This would also enable the fixtures to be used annually for this event and Advent as well as any occasion that might benefit, by just flipping a switch and without the ongoing expense, time and effort. The LAP has requested half the cost of the project and intends to raise the balance of funds required through Parish and community activities. It has recently hosted the Lytelton Garage Sale to fundraise for this purpose. |
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2016/17 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

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| One | Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding. |
| Two | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding. |
| Three | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding. |
| Four | Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding. |

| 00056214 | Organisation Name | Project Name and Description | Total Cost | Contribution Sought Towards | Staff Recommendation | Priority |
|----------|--------------------------|--|--|---|--|----------|
| | Charteris Bay Yacht Club | Renewal of Lifejackets The Charteris Bay Yacht Club need to renew their life jackets. Many of the sea rescues the Club undertakes are for non- members and many of those being trained do not have their own life jackets. Contribution is sought towards the renewal of 32 life jackets. | \$ 2,597 Requested \$ 2,597 (100% requested) | Renewal of 32 life jackets - \$2,597.40 | \$ 1,700 That the Banks Peninsula Community Board makes a grant of \$1,700 to the Charteris Bay Yacht Club for the renewal of lifejackets. | 2 |

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| Organisation Details Service Base: Marine Drive, Charteris Bay Legal Status: Incorporated Society Established: 1/01/1939 Target Groups: Sports & Recreation Annual Volunteer Hours: 4000 Project Participants: 60 Alignment with Council Strategies <ul style="list-style-type: none"> Strengthening Communities Strategy Community Board Objective: Our residents...to participate in recreational, sporting and cultural events and programmes CCC Funding History 2010/11 - \$5000 (coaching) SGF Metro | Other Sources of Funding (This Project Only) None Staff Assessment Founded in 1939 the Charteris Bay Yacht Club has a long and valued history as illustrated by the senior members and the number of long standing families involved in the club. The Charteris Bay Yacht Club is affiliated with Yachting New Zealand and has a philosophy to create an environment which is a safe, family oriented, informal and a friendly place for both the young and old to sail. The Club has 39 family, 22 senior, 13 senior non-sailing and 21 junior members. Joining the Club provides a great way to find out about sailing opportunities and participate in racing and cruising events. New sailors also benefit from the advice, support and experience of the other members. The Club provides a great way to meet people and network within the sailing community and has a strong emphasis on family with a number of events throughout the year including learn to sail camps and social events. The Charteris Bay Yacht Club takes pride in advancing water safety in Canterbury and has one wooden, two large and three small inflatable rescue boats, ten plastimist training boats and one Omega training boat. One of the Clubs major activities is to provide sail training and water safety opportunities to adults, children and schools. The Club run two junior sailing camps, junior learn to sail courses level one and two, two green fleet coaching, racing coaching, adult learn to sail and grey fleet, a more advanced learn to sail for adults. It is on the learning to sail and water safety activities that the participants are predominately without their own lifejacket. The Club has undertaken a number of rescues to non-members who have come into danger in the Lyttelton Harbour, many are without life jackets. The Club also provides activities such as cleaning up the coast line in their rescue boat where volunteers are without a lifejacket. It is for all of these on-going water safety occasions that the club has identified the need to renew their existing life jackets. |
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2016/17 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

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| One | Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding. |
| Two | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding. |
| Three | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding. |
| Four | Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding. |

| 00056222 | Organisation Name | Project Name and Description | Total Cost | Contribution Sought Towards | Staff Recommendation | Priority |
|----------|---|---|--|--|--|----------|
| | Diamond Harbour Community Association Inc | Changing the Rain of Seeds The Diamond Harbour Community Association (DHCA) seeks funding to build a native plant propagation facility and pergola at Diamond Harbour School. The plants grown from eco-sourced seed will be planted in reserves etc. Contribution is sought towards materials for a shade house and pergola (All labour is voluntary) | \$ 2,625 Requested \$ 2,625 (100% requested) | Materials - \$2,386.84 Contingency (10%) - \$238.68 | \$ 2,625 That the Banks Peninsula Community Board makes a grant of \$2,625 to the Diamond Harbour Community Association Inc. towards Changing the Rain of Seeds project. | 2 |

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| Organisation Details Service Base: Diamond Harbour Community Hall, Legal Status: Incorporated Society Established: 1/02/1931 Target Groups: All members of the local community. Annual Volunteer Hours: 5,000 Project Participants: 1,500 Alignment with Council Strategies <ul style="list-style-type: none"> Strengthening Communities Community Board Objectives Community organisations are strengthened...supported Residents are encouraged to participate in rec...programmes ...enjoyment of reserves... is maintained and enhanced. Natural heritage is protected, retained and restored. CCC Funding History 2016/17 - \$15,000 (Village Development) 2016/17 - \$3,500 (Live at the Point & Sculpture on the Point) DRF 2016/17 - \$10,000 (Live at the Point & Sculpture on the Point) CC 2016/17 - \$5,000 (Sculpture on the Point - Exhibition) CC 2015/16 - \$1,000 (Green Waste Chipping) DRF 2015/16 - \$2,250 (Community Website Redevelopment) SCF 2014/15 - \$3,317 (Community Hall kitchen upgrade) DRF 2014/15 - \$16,000 (Live at the Point & Sculpture on the Point) CC 2014/15 - \$10,000 (Live at the Point & Sculpture at the Point) SCF | Other Sources of Funding (This Project Only) - Nil Staff Assessment The Diamond Harbour Community Association (DHCA) in association with the Stoddart Point Reserve and Coastal Cliff Reserves Network and the Diamond Harbour Reserve Management Committee (DHRMC) seeks funding to purchase the materials to build a native plant propagation facility (seed house) and adjacent pergola at Diamond Harbour School. The school has agreed for the structures to be erected on the school grounds. The aim is to "change the rain of seeds" by eradicating pest plant seed sources whilst increasing the diversity of native plants providing more native plant seed sources for birdlife to spread. Children and the wider community will be able to share in caring for the native seedlings, learn about appropriate native plants for the area, and take seedlings for planting out in their own gardens and in reserves. There is potential for this to become a funding stream. DHRMC plans to increase plant diversity by propagating 1,000-3,000 native plants annually in the seed house. Only verified eco-sourced seed from the Mt Herbert ecological area will be used. Plants will be used for reforestation of local public land or covenanted private land between Charteris Bay and Purau. This will include Morgan's Gully and local reserves etc. Where possible, school children will be involved in the project from seed collection through to planting. The project will be managed by a DHRMC member who is also a school parent. The pergola will allow the school to have a wet weather teaching area for its garden classes. For the wider community, it will provide another social space for residents of different ages to gather "surrounded by native plants and fresh produce". There will be some restrictions to the site for the general public during school hours (as is standard practice). This project complements Environment Canterbury Canterbury Water Management Strategy Immediate Steps funding by providing plants for restoration work in Morgan's Gully. The DHCA will report back on progress of the project and its success on information to be supplied by the DHRMC. DHCA aims pertinent to this project are: to promote the welfare and interests of the residents and ratepayers of the Diamond Harbour area; to liaise with the local government concerned to obtain continued maintenance, upgrading and provision of the infrastructure and community facilities of the area and to support community restoration projects. |
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2016/17 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

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| One | Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding. |
| Two | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding. |
| Three | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding. |
| Four | Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding. |

| 00056237 | Organisation Name | Project Name and Description | Total Cost | Contribution Sought Towards | Staff Recommendation | Priority |
|----------|----------------------------|---|---|--|--|----------|
| | Lyttelton Seafarers Centre | <p>Lyttelton Seafarers Centre (LSC)</p> <p>The LSC provides services to seafarers who come into Lyttelton on vessels from around the world. It is staffed by volunteers. LSC runs a Scottish Ceilidh or barn dance to raise awareness of the Centre, to gain more volunteers to help, and to generate funds for services.</p> <p>Contribution is sought towards operational costs for running the event.</p> | <p>\$ 700</p> <p>Requested</p> <p>\$ 700</p> <p>(100% requested)</p> | <p>Venue Hire - \$100</p> <p>Band hire - \$200</p> <p>MC/Dance instructor - \$100</p> <p>Sound equipment hire - \$100</p> <p>Printing costs (tickets, posters) - \$200</p> | <p>\$ 700</p> <p>That the Banks Peninsula Community Board makes a grant of \$700 to the Lyttelton Seafarers Centre towards operational costs.</p> | 2 |

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| <p>Organisation Details</p> <p>Service Base: 18 Norwich Quay, Lyttelton</p> <p>Legal Status: Charitable Trust</p> <p>Established: 5/02/2014</p> <p>Target Groups: Lyttelton and Christchurch people to support seafarers (sailors and ships' staff)</p> <p>Annual Volunteer Hours: 870</p> <p>Project Participants: 150</p> <p>Alignment with Council Strategies</p> <ul style="list-style-type: none"> Strengthening Communities <p>Board objectives:</p> <ul style="list-style-type: none"> Community organisations are strengthened through...support The challenges and strengths of increasing diversity in our communities are acknowledged and celebrated More and different people are involved in their communities <p>CCC Funding History</p> <p>Nil</p> | <p>Other Sources of Funding (This Project Only)</p> <p>Ticket sales - \$1,100 (pending)</p> <p>New World, Couplands - donation towards supper (pending)</p> <p>Staff Assessment</p> <p>The Lyttelton Seafarers Centre (LSC) provides services available to all seafarers who may come to Lyttelton from anywhere in the world. Most of those accessing the services come from the Philippines and Russia. The LSC is open in the evenings from 7-10pm and is managed and staffed by volunteers.</p> <p>Services provided include free Wifi for seafarers to contact their friends and families, free food and drinks and somewhere warm and safe for them to spend time when they are in Lyttelton Port. The Centre also can exchange cash into New Zealand dollars so supplies can be bought. They host a Scottish Ceilidh or barn dance in July (held for the first time last year) to increase public awareness of the Centre and its services and to gain more volunteers who can help in supporting seafarers who come to Lyttelton. Proceeds from ticket sales (\$10) are used to support the Centre through the year.</p> <p>LSC has requested funding for upfront costs of the Ceilidh this year which includes venue and equipment hire, promotions material and band and MC expenses.</p> <p>Last year's event drew 110 participants from Lyttelton and Christchurch and augmented their volunteers which now number 30.</p> <p>The Centre re-opened in 2015 after being closed after the earthquakes. During this hiatus it was common to see seafarers using laptops seated in various spots in London Street to catch the Wifi. In winter, after 6pm on weekdays when the Library is closed, or in the weekends, it could be very cold and wet.</p> <p>Seafarers visiting Lyttelton are a consistent sector of the fabric of the community – although the duration of the stay may be short and the individuals may change.</p> <p>The Trust is administered by Anglicans and Catholics. Funds in reserve are tagged to contribute to future building requirements. The current location is considered temporary.</p> |
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2016/17 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

| | |
|-------|--|
| One | Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding. |
| Two | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding. |
| Three | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding. |
| Four | Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding. |

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|----------|---|--|--|---|--|---------------------------------|
| 00056246 | Organisation Name Little River School | Project Name and Description Little River School Basketball The Little River Basketball Team (Little River Thunder) is requesting funding to help cover tournament fees. | Total Cost \$ 1,990 Requested \$ 1,200 (60% requested) | Contribution Sought Towards Tournament Fees | Staff Recommendation \$ 700 That the Banks Peninsula Community Board makes a grant of \$700 to Little River School towards Little River Thunder Basketball Team tournament entry fees. | Priority 2 |
|----------|---|--|--|---|--|---------------------------------|

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| Organisation Details Service Base: Western Valley Road, Little River Legal Status: Established: Target Groups: Children/Youth, Sport and Recreation Annual Volunteer Hours: 200 Project Participants: 25 Alignment with Council Strategies <input type="checkbox"/> Strengthening Communities CCC Funding History 2015/16 - \$1000 (Basketball) DRF | Other Sources of Funding (This Project Only) Little River School Board of Trustees Little River Support Group Koha/User-Donation from Basketball Parents/Families Staff Assessment The Little River Thunder Basketball Team was set up in 2016, independently by a small group of community minded individuals. (The initial setup was supported in part by a \$1000 Discretionary Response Fund Grant) From the first year with only one team, Little River Thunder has now grown to three teams in 2017, with up to 25 children registered. The teams aim is to become a strong, solid and financially independent basketball club in Little River by 2018. To support this aim the team is building strong relationships with The Little River School, The School Board of Trustees and the Little River Support Group, and are also asking for a Koha and beginning to organise fundraising activities. To pay costs this year: The Little River School is paying for singlets/uniforms, the Support Group equipment (balls etc) and coaching/admin and travel costs provided on a voluntary basis. Fundraising activities are still building momentum. This year there is a shortfall for tournament fees of \$1200. Council staff support a grant of \$700 this year to cover tournament costs encouraging the team to meet its aim of becoming financially self-sufficient by 2018. |
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2016/17 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

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|-------|--|
| One | Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding. |
| Two | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding. |
| Three | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding. |
| Four | Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding. |

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|----------|--|--|---|---|---|---------------------------------|
| 00056252 | Organisation Name The Little River Wairewa Community Trust | Project Name and Description Trust Secretary Wages/Little River Big Ideas As a consequence of increasing documentation and administration workloads for Charitable Trusts, new performance measures, and the implementation of the Little River Big Ideas Plan, the Little River Wairewa Community Trust are seeking an extra ten paid hours a week for the Trust Secretary for the next year. | Total Cost \$13,000 Requested \$13,000 (100% requested) | Contribution Sought Towards Wages for Secretary | Staff Recommendation \$ 4,333 That the Banks Peninsula Community Board approves a grant of \$4,333 to the Little River Wairewa Community Trust for wages for the secretary. | Priority 2 |
|----------|--|--|---|---|---|---------------------------------|

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| Organisation Details Service Base: Main Road, Little River Legal Status: Charitable Trust Established: 5/12/2008 Target Groups: Annual Volunteer Hours: 200 Project Participants: 1,000 Alignment with Council Strategies <input type="checkbox"/> Strengthening Communities CCC Funding History 2014/15 - \$6000 (events/wages/Admin) SCF 2015/16 - \$5000 (events) SCF 2015/16 - \$12500 (Wages) MF 2016/17 - \$12500 (wages) MF 2014/15 - \$500 (Coronation Garden Planting) DRF 2014/15 - \$700 (Pony Club Toilet upgrade) DRF 2014/15 - \$1233 (Gymnastics equipment) Small Grants 2014/15 - \$260 (Neighbourhood Breakfast) 2015/16 - \$200 (Neighbourhood Breakfast) | Other Sources of Funding (This Project Only) Rata Funding Application being submitted in May 2017 Staff Assessment The Little River Wairewa Community Trust (LRWCT) provides charitable community based programmes and projects that support the Trust deed of being 'Trustees for the Wellbeing of the Community' The LRWCT employs one part time secretary who organises meetings, volunteer time, runs events and projects and works as a liaison person between others local groups and Council. The LRWCT is a strong group at present and growing with the start of the implementation of the Little River - Big Ideas Plan. Due to an increasing workload administration wise, the completion phase of the Birdlings Flat build, and the aforementioned Little River, Big Ideas plan, the Trust secretary is working more than the budgeted 20hrs/week without being financially compensated. The Trust is requesting funding for an extra 10hrs per week at \$25/hr for one year 10hrs/week x \$25/hr x 52 weeks = \$13,000 Staff recommendation is that a more appropriate source of funding for wages would be the Strengthening Communities Funding (SCF) round, and that the Discretionary Response Fund be used to tie the Trust over for the next four months until SCF is paid out. Therefore 4 months of funding would be covered. \$13,000 / 3 (4 months) = \$4,333.00 |
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2016/17 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

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| One | Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding. |
| Two | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding. |
| Three | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding. |
| Four | Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding. |

| 00056166 | Organisation Name | Project Name and Description | Total Cost | Contribution Sought Towards | Staff Recommendation | Priority |
|----------|------------------------------------|---|---|-----------------------------|--|----------|
| | Church Bay Neighbourhood Assn Inc. | Seats for Church Bay The Church Bay Neighbourhood Association (CBNA) wishes to install two bench seats in Church Bay - one at the end of the jetty and one at the beach area by the track. Contribution is sought towards materials only for the project. Labour will be provided by local volunteers. | \$ 1,400 Requested \$ 1,200 (86% requested) | Materials - \$1,200 | \$ 1,200 That the Banks Peninsula Community Board makes a grant of \$1,200 to the Church Bay Neighbourhood Association towards the cost of materials for seats for Church Bay. | 2 |

| | |
|---|--|
| Organisation Details Service Base: 172 Marine Drive, Church Bay Legal Status: Incorporated Society Established: 5/12/2010 Target Groups: Community Development Annual Volunteer Hours: 1506 Project Participants: 1,000 Alignment with Council Strategies <ul style="list-style-type: none"> Strengthening Communities Community Board objectives: <ul style="list-style-type: none"> Access to, and enjoyment of, our reserves and recreational spaces is maintained and enhanced; Local partnership in...ongoing community development; CCC Funding History Nil | Other Sources of Funding (This Project Only) Funds on hand - \$200 Staff Assessment This project is to install two large bench seats in Church Bay. The seat location will capitalise on the jetty project and track maintenance/improvements recently completed by the Church Bay Neighbourhood Association (CBNA) by providing seating for beach visitors, especially older people, who currently have nowhere to rest as there are no seats in the vicinity. CBNA is requesting funding towards the materials only as the labour will be undertaken by volunteers. This is the first time this group has come to the Community Board for funding support. The group has been working successfully with Parks staff who have expressed support for this project and will assist as necessary. CBNA has a membership of 102 households. This project has been presented to the membership in three newsletters and at the group's AGM. CBNA aims to "support improvements to the district and encourage neighbourliness". The group was established after the earthquakes and their activities include social events, clean-up, restoration and maintenance projects, and advocacy on issues affecting the community. The group has spent many volunteer hours improving the Church Bay area with the jetty and tracks being the main focus in 2016. Prior to that, they undertook a clean-up of the boatshed and beach area. With the help of Parks staff, they are cleaning up the dry green waste from below the beach track and intend to plant fire resistant natives in a trial area when tree lucerne has been removed. CBNA report that the cliff track is being well used and brings an increased number of visitors to the beach, including older walkers. The group aims to improve the health and well-being of those in the area as well as improving the environment, and consider this project will assist in connectedness of community members. |
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2016/17 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

| | |
|-------|--|
| One | Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding. |
| Two | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding. |
| Three | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding. |
| Four | Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding. |

| 00056226 | Organisation Name | Project Name and Description | Total Cost | Contribution Sought Towards | Staff Recommendation | Priority |
|----------|---------------------------------|--|---|--|---|----------|
| | Lyttelton Community House Trust | Operational Costs Lyttelton Community House is the only social services provider based in Lyttelton. They are seeking funding towards their operational costs for four months. This will align their organisation's funding with the annual contestable funding round. | \$ 6,900 Requested \$ 5,000 (72% requested) | Power - \$4,000 Telephone and internet - \$700 Insurance - \$300 | \$ 1,667 That the Banks Peninsula Community Board makes a grant of \$1,667 to the Lyttelton Community House Trust for the Operational Costs towards power, phone, internet and insurance. | 2 |

| | |
|--|---|
| Organisation Details Service Base: 7 Dublin Street, Lyttelton Legal Status: Incorporated Society Established: 25/02/2009 Target Groups: Community Development Annual Volunteer Hours: 6000 Project Participants: 1,000 Alignment with Council Strategies <ul style="list-style-type: none"> Strengthening Communities Strategy Community Board Objective: Community [...] organisations are strengthened... CCC Funding History 2016/17 - \$10,500 (Wages) SCF, 2016/17 - \$2,050 (Community Lunches, Matariki & Parihaka) SGF 2015/16 - \$12,500 (Wages & Operational Costs) SCF, 2015/16 - \$2,600 (Community Lunches, Matariki & Parihaka) SCF 2014/15 - \$11,250 (Wages & Operational Costs) SCF, 2014/15 - \$1,900 (Community Lunches, Matariki & Parihaka) SGF | Other Sources of Funding (This Project Only) Throughout the year Lyttelton Community House Trust apply to a variety of organisations to help them meet their operational costs. Staff Assessment The need for a social services provider in Lyttelton was identified and has been met by Lyttelton Community House Trust since 2008. Due to funding constraints their Board has recently approved a restructuring process that includes reducing staffing numbers from three to one. The sole staff member, who is a trained Social Worker, will provide some outreach work as well as in-house services. Lyttelton Community House will continue to provide their core services - local vulnerable elderly with hot cooked meals delivered to their homes, a drop-in centre, a free weekly community lunch, company and conversation for elderly and disadvantaged residents. Following the closure of Lyttelton Youth Centre they will also provide services for any youth in crisis presenting within the community. Lyttelton Community House have a pool of around 30 local volunteers who will support the staff member. They are seeking funding to support their operational costs, specifically power, telephone and internet and insurance. The rent is being sponsored by a separate business. No funding was requested towards these operational costs from the 2016/17 Strengthening Communities Fund so they are eligible to apply for this funding until the annual contestable funding round is awarded in September 2017. They have been advised to include these costs in their Strengthening Communities 2017/18 application for funding. No other organisation provides similar services. Lyttelton Community House has a good track record of providing services to meet the needs of the most vulnerable in the community. |
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2016/17 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

| | |
|-------|--|
| One | Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding. |
| Two | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding. |
| Three | Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding. |
| Four | Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding. |

| 00056228 | Organisation Name | Project Name and Description | Total Cost | Contribution Sought Towards | Staff Recommendation | Priority |
|----------|---------------------|---|---|---|---|----------|
| | The Loons Club Inc. | Operational Costs The Loons Club is entering the final stage of repair of their multi-purpose community facility. The Club is seeking a contribution towards their operational costs for four months. This will align their organisation's funding with the annual contestable funding round. | \$ 8,400 Requested \$ 5,000 (60% requested) | Power - \$2,300 Insurance - \$2,300 Rates - \$400 | \$ 1,667 That the Banks Peninsula Community Board makes a grant of \$1,667 to The Loons Club Inc. for the Operational Costs towards power, insurance and rates. | 2 |

| | |
|---|--|
| Organisation Details Service Base: 16 Canterbury Street, Lyttelton Legal Status: Incorporated Society Established: 4/03/1949 Target Groups: Community Development Annual Volunteer Hours: 15,000 Project Participants: 0 Alignment with Council Strategies <ul style="list-style-type: none"> Strengthening Communities Strategy Community Board Objective: Arts and creative activities are supported and celebrated. CCC Funding History 2016/17 - \$1,000 (Coordinator) SCF 2016/17 - \$2,475 (Printing etc.) DRF | Other Sources of Funding (This Project Only) A further application will be made to Strengthening Communities for a contribution towards these costs. Funds on hand will be used to make up the shortfall until the building works are completed and revenue generating activities commence. Staff Assessment The Loons Club sustained considerable earthquake damage and has been closed for six years. The primary focus of The Loons Club since the earthquakes has been raising funds to complete the rebuild of their premises at 16 Canterbury Street, Lyttelton. They have also re-focused their operational purpose from a working men's club to a multi-purpose community facility, providing a flexible space for local groups, arts, functions, touring organisations, conferences, etc. The Maritime Union has agreed to lend, in perpetuity, the funds needed to completely finish the building. While the Maritime Union will have a small physical presence within the building, The Loons will be responsible for the daily operations and management. It is anticipated that the building works will be completed within 6 months. Operational costs such as rates, insurance and power will not be covered by the Maritime Union loan. The Club are therefore seeking a contribution towards these costs until the annual contestable funding round is awarded in September 2017. They have been advised to include these costs in their Strengthening Communities 2017/18 application for funding. The Club intends that, when open, this venue will be the premier hire venue in Lyttelton with an emphasis on the arts. They anticipate approximately 5,000 participants per annum once the venue is reopened. |
|---|--|

10. Banks Peninsula Youth Development Fund 12th June 2017

Reference: 17/528317

Contact: Trisha Ventom trisha.ventom@ccc.govt.nz 941 5642

1. Purpose and Origin of Report

Purpose of Report

- 1.1 The purpose of this report is for the Banks Peninsula Community Board to consider one application received for the Board's 2016/17 Youth Development Fund.
- 1.2 There is currently \$22,714 remaining in this fund.

Origin of Report

- 1.3 This report is to assist the Community Board to consider an application for funding from David Christopher Buchanan.

2. Significance

- 2.1 The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
 - 2.1.1 The level of significance was determined by the number of people affected and/or with an interest.
 - 2.1.2 Due to the assessment of low significance, no further community engagement and consultation is required.

3. Staff Recommendations

That the Banks Peninsula Community Board:

1. Approves a grant of \$300 from its 2016/17 Youth Development Fund to David Christopher Buchanan towards the International Optimist Dinghy Association World Championship in Thailand.

4. Applicant 1 – David Christopher Buchanan

- 4.1 David is a 12 year old who attends Diamond Harbour Primary School and has been dinghy racing since he was seven years old. David represented New Zealand in 2016 at the International Optimist Dinghy Association in Portugal and achieved 36th place.
- 4.2 At the New Zealand Open Optimist Dinghy Championships held in Napier in April 2017 David achieved a 2nd overall placing and 2nd in New Zealand. With David's national results taken into account David's overall NZ ranking is 2nd place in New Zealand.
- 4.3 Based on his results, David has been selected to represent New Zealand at the International Optimist Dinghy Association (IODA) World Championship regatta, scheduled to take place in Pattaya, Thailand from July 11th to July 21st 2017. David is the second Canterbury and fourth South Island sailor to have ever been placed in a New Zealand Optimist Worlds team. David is also the second South Island sailor to have ever made the Worlds team for a second year running.

- 4.4 David says “I have accomplished a huge milestone at an early age... my aim is to build on this...for what will be my biggest challenge yet. This challenge for me has now been realised twice as a reality”.
- 4.5 In addition to sailing, David’s interests include playing piano, soccer, swimming, athletics, cycling and other outdoor activities.
- 4.6 The following table provides a breakdown of the costs for David Buchanan:

| EXPENSES | Cost (\$) |
|--------------------------|-------------------|
| Airfares to Auckland | 1,129.50 |
| Airfares (International) | 1,773.63 |
| Entry fees | 1,092.98 |
| Early arrival training | 480.91 |
| Charter boat | 858.98 |
| Coaching | 960.00 |
| | |
| Total | \$6,296.00 |

- 1.1. This is second time the applicant has applied for funding.
- 1.2. Fundraising activities for this event have included three other grant requests, sausage sizzles, movie nights, a breakfast and coaching.

Attachments

There are no attachments to this report.

Confirmation of Statutory Compliance

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

Signatories

| | |
|--------------------|---|
| Authors | Trisha Ventom - Community Recreation Advisor Philipa Hay - Community Development Advisor Andrea Wild - Community Development Advisor Fiona Nicol - Community Development Advisor |
| Approved By | Joan Blatchford - Manager Community Governance, Banks Peninsula/Lyttelton Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa |

11. Banks Peninsula Community Board Area Report

Reference: 17/417336

| | | | |
|----------|-----------------|--------------------------------|----------|
| Contact: | Joan Blatchford | joan.blatchford@ccc.govt.nz | 941 5643 |
| | and Penelope | penelope.goldstone@ccc.govt.nz | 941 5689 |
| | Goldstone | | |

1. Purpose of Report

The purpose of this report is to resource the Community Board to promote a pro-active partnership approach to decision-making between the Council and Community Boards working together to achieve the best outcomes for the city with decisions being made with a good understanding of community views.

2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the Area Update.
2. Consider whether to appoint Tom Kuenning as the Charteris Bay Neighbourhood Association's representative on the Head to Head Walkway Working Party.
3. Consider whether to request that staff prepare a landscape development plan for the Britomart Memorial Reserve, including options for the future of the fence around the memorial.

3. Community Board Activities and Forward Planning

3.1 Community Board Plan update against outcomes

- 3.1.1 The new Community Board Plan is under development with a series of workshops scheduled for the Board, with the aim of completion by the end of June.

3.2 Memos/Information Reporting Back on Community Board Matters

3.2.1 Lake Forsyth Endowment Fund

At the Board's 10 April meeting, Ken Sitarz spoke to the Board about Council use of the Lake Forsyth Endowment Fund. Mr Sitarz questioned why Little River residents were having to pay for drainage works, through an Environment Canterbury rate, when there was apparently long standing legislation for the provision of funding for these works.

Mr Sitarz asked the Board to recommend to the Council that funds from the endowment reserves be released for drainage works around Little River and for the Council to prohibit the sale of Endowment Reserves 3185 and 3586. He also requested that the Regional Council repeal the Little River Drainage fixed charge and refund ratepayers the monies paid.

The Board requested that staff provide technical and legal advice on these matters. Staff provided the following advice.

The purposes of the endowment lands (and funds) are as below:

- (a) Reserve 3586 shall be held upon trust to provide funds for the purposes of letting out Lake Forsyth into the sea in times of flood and of keeping Lake Forsyth at such level as the Council shall deem expedient, subject to the provisions of section [one hundred and forty-three](#) of the [Soil Conservation and Rivers Control Act 1941](#).

(b) Reserve 3185 shall be held upon trust for the purposes of enabling the Corporation to erect drainage works by which the annually recurring losses and injury caused by the flood waters of Lake Forsyth may be prevented.

These both relate to the water in Lake Forsyth (Wairewa).

It has been demonstrated that the flooding in Little River relates to the flows from the Okana River catchment attempting to get past Little River and into the lake - and not the "flood waters of the lake" flooding surrounding land. Little River can flood when the lake level is quite low and has done so in recent years. Indeed, flooding occurred in a location which is about 20m vertically above the lake level in March 2014.

It would therefore be inappropriate to use these funds for works in the Okana River - for which a rating district has already been established.

3.2.2 Head to Head Walkway

The Head to Head Walkway is an aspirational project to create a continuous walkway around the coastline of Whakaraupō/Lyttelton Harbour, from Awaroa/Godley Head to Te Piaka/Adderley Head.

This aspiration is a work in progress. Some sections of the route are already available as public walking tracks. Other sections will be developed in stages to create linkages. (Refer to website below).

<https://www.ccc.govt.nz/rec-and-sport/walks/multi-day-walks/head-to-head-walkway>

The Head to Head Walkway Working Party, which includes community and Board representatives, held a meeting on 22 May 2017. Staff briefed the Working Party on the following work.

Work To Be Completed by End FY2016/17

- Repair of sections of Governors Bay seawall
- Construction of footbridge in Cass Bay
- Installation of signage from Godley Head to Urumau Reserve, Lyttelton

Work Planned for FY2017/18

- Upgrade of track from Governors Bay to Allandale
- Geotechnical hazard remediation and track design and construction at Black Point (between Hays Bay and Church Bay)
- Track assessment and upgrade from Purau to Hays Bay
- Design and construction of footbridge near Orton Bradley Park

Working Party Appointment

The Charteris Bay Neighbourhood Association has requested that Tom Kuenning be appointed as its representative on the Head to Head Walkway Working Party. Staff recommend that the Board consider whether to approve Mr Kuenning's appointment.

3.2.3 Akaroa Wharf and Daly's Wharf Repairs

At its 8 May 2017 meeting, the Board requested that staff provide an update on repair of Akaroa Wharf and Daly's Wharf.

Akaroa Wharf

Recent work completed includes the installation of steel beams to support the deck, the installation of a handrail on the floating pontoon and straightening the stairs on the south side of the wharf.

Daly's Wharf

The work, outlined in the **attachment**, includes the installation of steel jackets below water level around some non-viable piles and resolving some minor issues on the deck and stairs. Work is scheduled to take 6 weeks and is due to start mid-May but is weather dependant, so this may change depending on weather conditions.

3.2.4 Britomart Memorial Reserve

The Britomart memorial was constructed in 1898. It was unveiled in that same year by Governor Lord Ranfurly to commemorate the raising of the British flag on 16 August 1840. It was designed by architect Samuel Farr and built by monumental mason J Tait, both of Christchurch. Constructed out of Port Chalmers stone it has two bronze plaques and an inscription directly on the stone.

There was no fence surrounding it when constructed however a wrought iron and timber post fence was installed in the 1920s. This was later replaced with a concrete and galvanised steel pipe fence designed by Paul Pascoe, likely in the 1940s. A condition and memorial action report for the memorial and surrounding site was prepared by architect and conservator Ian Bowman in 2002.

Staff advise that the site does not clearly portray the significance and importance of the area. The Board is asked to consider whether to request that staff prepare a landscape development plan.

3.2.5 Community Facilities and Heritage Programme Status Report

Attached is the Community Facilities and Heritage Programme Status Report for April 2017.

3.2.6 Summer with your Neighbours

"Summer with your Neighbours" formerly known as Neighbourhood Week is back again for 2017 and will be held from Friday 27 October to the end of March coinciding with Neighbours Day Aotearoa. This change has come about from feedback from a number of applicants who are unable to hold events during the week due to the weather and neighbours being busy in the lead up to Christmas. Neighbourhood Week has been rebranded to "Summer with your Neighbours" to reflect funding being available for the whole summer. Applications will still be called for in July, with a closing date of late August/early September and then final applications being presented to Community Boards for decision in late September/early October.

3.3 The provision of strategic, technical and procedural advice to the Community Board

Nothing to report.

3.4 Board Area Consultations/Engagement

3.4.1 Governors Bay Landscape Development Plan

A drop-in session was held at the Governors Bay Community Centre on 16 May to receive feedback on the draft plan. This session was well-attended (22 people) and the opportunity to ask questions of the planners before submitting feedback forms was appreciated.

3.4.2 Naval Point Development

An initial issues-gathering public survey opened on 2 May and closed on 30 May. In addition, a drop-in session was held on 18 May in Lyttelton which attracted around 25 people.

3.4.3 Future of Heritage

A survey on what heritage means to communities in Christchurch and Banks Peninsula was open until 22 May. The Board completed the survey, a copy of which is **attached**.

3.5 Submission Opportunities

3.5.1 Setting of Speed Limits

The New Zealand Transport Agency has released a proposed setting of speed limits rule for consultation (refer to link below). The deadline for submission is Friday 16 June 2017.

<https://www.nzta.govt.nz/about-us/consultations/setting-of-speed-limits-rule/>

3.5.2 Threatened Species Strategy

The Department of Conservation has released a draft Threatened Species Strategy for consultation (refer to link below). Submissions close on 31 July. The draft strategy has four goals:

- Manage 500 species for protection by 2025 – a 40% increase on today – and 600 species for protection by 2030
- Enhance the populations of 150 prioritised threatened and at risk species by 2025
- Integrate Te Ao Māori (the Māori world view) and mātauranga Māori (Māori knowledge) into species recovery programmes by 2025
- Support research, particularly through the National Science Challenges, that helps us to better understand data deficient species.

<http://www.doc.govt.nz/get-involved/have-your-say/all-consultations/2017/draft-threatened-species-strategy-consultation/>

3.6 Annual Plan and Long Term Plan Matters

3.6.1 Following consideration of feedback from the community and Reserve Management Committees, the Board provided its submission on the Annual Plan to the Council, and spoke to its submission in May. The Council will make a decision on the final Annual Plan in June.

3.7 Development of Civil Defence Emergency Plans

Nil to report

3.8 Requests for information from Board meeting on Newline

3.8.1 The Board is requested to advise staff of items it wishes to be included on the Council's Newline, an online source of news and information.

3.9 Significant Board matters of interest to include in the Board's community newsletter

3.9.1 The Board is requested to advise staff of significant matters of interest it wishes to be included in its community newsletter.

3.10 Significant Board matters of interest to raise at Council

3.10.1 The Board is requested to advise staff of significant matters of interest it wishes to be raised at Council.

4. Key Local Projects (KLPs) and Strengthening Communities Funded Projects

- 4.1 **Akaroa Resource Collective Trust (ARCT)** – Are waiting to hear back from central government about the continuation of Heartlands Funding. The Trust put in an expression of interest to utilise Yew Cottage (40 Rue Jolie) as a community hub as a means to have a permanent base to operate from. This would also provide a community use for the property which will be the subject of a report to the Board later in June.
- 4.2 **Little River Wairewa Community Trust (LRWCT)** – The Trust has an application included in this agenda for wages to extend their Coordinator role to include some hours for implementing Little River Big Ideas Community Plan. They are also very close to finishing the Birdlings Flat community Centre with the opening planned for June 23.

5. Significant Community Issues

Little River – Speed Limit

5.1 Status

Community consultation was undertaken in December 2017. New Zealand Transport Agency (NZTA) staff are recommending that the speed limit be lowered on State Highway 75 through Little River from 70kph to 60kph. The Community Board has approved some changes to speed limits on adjoining Council roads subject to the NZTA proceeding with the lower speed limit.

5.2 Action

The NZTA report is in Wellington for final approval. The Board recommendations to the Council for lower adjacent speed limits were adopted at the 11 May Council meeting. The Board also approved some parking changes outside the Little River Service Centre at its 22 May meeting.

5.3 Timeframe – May/June 2017

Te Oka and Misty Peaks Management Plans

5.4 Status

Council staff are tasked with writing Management Plans for Te Oka and Misty Peaks Council Reserves.

5.5 Action

A small internal Council team has formed to work through the best process for producing the management plans in conjunction with the local community. An initial meeting was held 20 April 2017 and a field trip on 16 May. Key Stakeholders have been contacted by email.

5.6 Timeframe – 2017/2018

Civil Defence

5.7 Status

Ongoing support from Council staff is being provided for all Civil Defence volunteers across Banks Peninsula and staff have been addressing concerns from volunteers re proposed changes around volunteer training and access to resources.

5.8 Action

A capacity building meeting was held with the Little River Group on 18 May 2017 with ongoing discussions around centralising civil defence in the township.

Governance and CDEM staff have also met with the Akaroa group and provided draft information for their consideration.

5.9 Timeframe

Council staff are intending to meet within the next week (1-7 June) so a verbal update will be provided to the Board meeting on the progress of local Civil Defence issues for the Peninsula.

6. Major Community and/or Infrastructure Projects

6.1 Community Facilities

6.1.1 Allandale Hall

The contract for the repair of Allandale Hall was awarded to local builder – Dayle Jones. Repairs were due to commence on 22 May and will be complete by mid-October 2017.

6.1.2 Little Akaloa Hall Repair

Council staff have agreed to a quote provided by the local community to complete the repairs to the Little Akaloa Hall and Pavilion. Meetings are ongoing until completion.

Repair of the septic tank and ensuring the legal status of the campground are being worked on concurrently.

6.1.3 New Birdlings Flat Community Centre

The construction of the centre is very nearly complete with an Opening Ceremony confirmed for 23 June (Winter Solstice). Invitations are being sent by the end of May 2017.

6.1.4 The Little River Wairewa Community Trust are continuing to successfully project manage the build and allocate the funds. The Birdlings Flat community are setting up a formal Trust to run and manage the building and are currently hearing from experts and other similar groups across the Peninsula.

6.1.5 Lyttelton Wastewater Project

A public drop in session was run on 18 May alongside the one for the Naval Point Development. Details of the impact during the implementation of the project on the land at Naval Point and the roads around the harbour were demonstrated.

The project is driven by the expiry of existing resource consents for the discharge of wastewater into the Lyttelton Harbour basin under an Environment Court decision. This requires routine discharges from the Governors Bay Waste Water Treatment Plant (WWTP) to cease by December 2018, from the Diamond Harbour WWTP by December 2021 and Lyttelton WWTP by August 2029. This will be achieved by piping the untreated wastewater from each WWTP location through to Bromley via the Lyttelton Road tunnel with Diamond Harbour and Lyttelton being implemented concurrently by 2021. The project has been confirmed by Council as part of the Long Term Plan.

The adopted design consists of buried submarine pipelines from the Governors Bay and Diamond Harbour WWTP's to a new pump station on Simeon Quay by the Lyttelton road tunnel portal and through to Ferrymead and on to the Bromley WWTP (**attached**). The first phase of work will begin in Lyttelton later this year. The Board will be advised of exact timing when known.

6.2 Partnerships with the community and organisations

6.2.1 Lyttelton Pool

The Recreation and Sports Unit will provide a memorandum updating the Board on the 2016/17 season and providing recommendations to the Board for the 2017/18 season.

6.2.2 Diamond Harbour Village Planning

On 16 May Diamond Harbour Community Association representatives met with Council planning staff to discuss the feedback on draft concept plan for Diamond Harbour village improvements. Once agreed updates are given to the plans, the association will bring the plans to the Board. This is likely to be in July.

6.3 Infrastructure projects underway

6.3.1 The installation of broadband fibre cabling continues in Lyttelton with residents being advised of works and road closures in their area via letter box drops.

6.4 Events Report Back

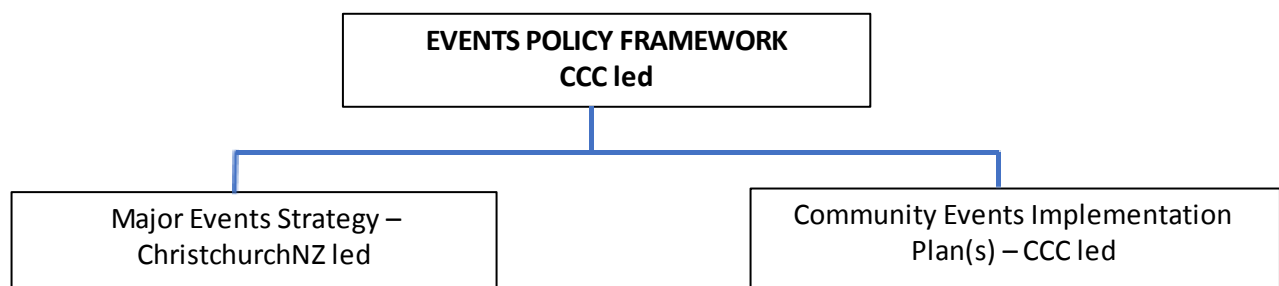
6.4.1 Introduction to the development of the Events Policy Framework

Following the decision to establish ChristchurchNZ (combining functions of Christchurch and Canterbury Tourism and the Christchurch Development Corporation), and the splitting of responsibility for Events between ChristchurchNZ (Major Events) and the Council (Community Events), a high level Events Policy Framework is being developed to create a combined vision for all events in the city and to ensure coordination of Events plans.

Community Boards will have a chance to provide feedback on the draft Events Policy Framework, as part of a targeted stakeholder engagement planned for June - prior to the draft going to the Social and Community Committee.

A separate Major Events Strategy is being developed by ChristchurchNZ, and Implementation Plans for Community Events will be developed by Council staff. Community Boards will be engaged during the development of those plans, as those plans will likely be of greater interest to the community than the Events Policy Framework itself (which essentially describes responsibilities under the new Events arrangements).

The following diagram shows the proposed framework, with the high level Events Policy Framework sitting above, and guiding the development of the Major Events Strategy and Community Events Implementation Plans.



7. Parks, Sports and Recreation Update (bi-monthly)

7.1 Regional Parks Update

- Ongoing track maintenance has been carried out on most walkways
- Okuti track maintenance work has been rescheduled until drier conditions
- Takamatua wharf repairs underway with community
- Planning work underway for Robinsons Bay wharf community works

- Ongoing sycamore and spur valerian control in Eastern Bays and Akaroa Heads area
- Ongoing support work with the Banks Peninsula Conservation Trust on titi monitoring and yellow-eyed penguin monitoring on Wildside
- Inter-agency feral goat control operations in Prices valley area
- New roof underway on Mens Shed in Duvauchelle
- Management Plan underway for Te Oka and Misty Peaks Regional Parks
- Update of Urumau Development Plan underway
- Repairs to fence at Akaroa boat compound underway
- Signage plan for Akaroa marine structures has been circulated to the Akaroa Issues Working Party
- Issue with dinghies left at Cass Bay (lease area) being investigated

7.2 Urban Parks Update

- 7.2.1 Following the Council's decision to reduce use of the weed killer glyphosate, commonly sold as Roundup, plantings in road reserves in Lyttelton are planned to start by mid-June 2017 to suppress weeds.
- 7.2.2 Sumps, grills, drains, gutters and walking tracks cleared of organic matter (in all parks from Purau to Lyttelton).
- 7.2.3 Vegetation trimmed along the entrances to Naval Point Boat Ramp.
- 7.2.4 Staff are investigating repair of the solar sculpture/seat in Albion Square, Lyttelton.

7.3 Sports Parks Update

- 7.3.1 Nothing to report.

7.4 Capital Works Projects

7.4.1 Garden of Tane

- Design underway for development of a Nature Trail/Natural Play area near the existing playground. The first draft of this was sent to the Reserve Management Committee for comment.
- Planting at the main entrance and along road margin is completed.

7.4.2 Stanley Park

- Minor upgrade work to the Watson Street entrance has been completed with some planting to finish off.
- Replacement boundary fencing to start mid-May along Penlington Place.
- Weed removal along the Julius Terrace boundary as per the Reserve Management Plan to start May.

7.4.3 Robinsons Bay Reserve

- Construction of a small car park area on Robinsons Bay Valley Road has been let to City Care with a start date to be confirmed but likely to be the end of May.
- The new car and reserve sign is being printed and will be delivered to the Reserve Management Committee for installation.

7.4.4 Okains Bay Reserve (Campground)

- Purchase of new swings and slide are underway with delivery expected in June.
- Planting works planned over the winter period with locations to be confirmed with the Reserve Management Committee.

8. Community Board funding budget overview and clarification

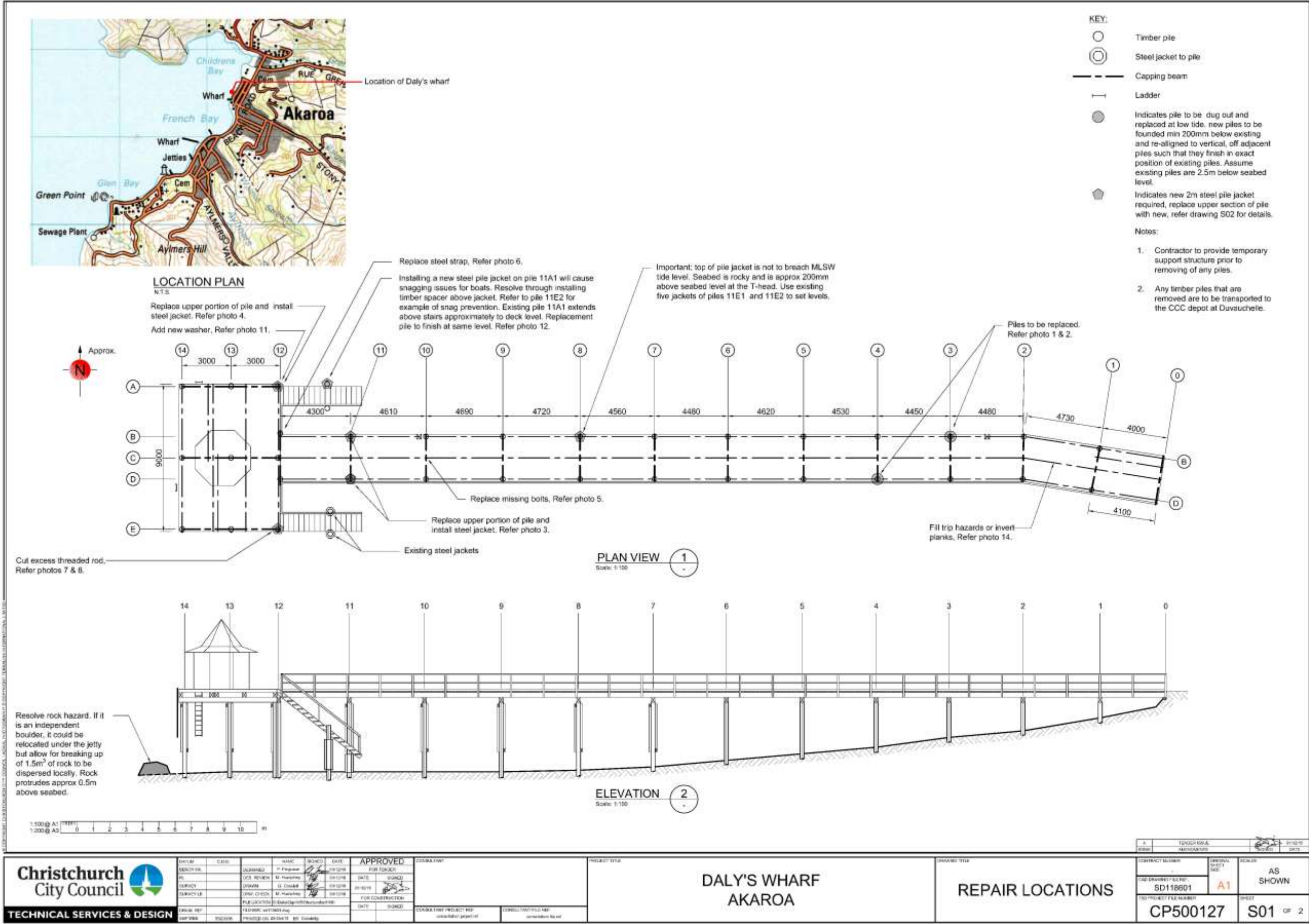
- 8.1 **Funding Balance** – The Board's Discretionary Response Fund balance as at 12 June 2017 is **attached** for members' information.
- 8.2 **Discretionary Response Fund (DRF)** – 11 applications are to be presented to the Board for allocation decisions at this meeting which includes one Youth Development Fund application. Any unallocated funds will be forwarded to the coming year's DRF budget.
- 8.3 **Strengthening Communities Fund (SCF)** – The 2017 SCF opened for all application on Monday 8 May and will close midnight Tuesday 6 June. There have been a number of changes to the application process and the funding schemes. SCF applications have no minimum request limit, as a consequence there is no Small Grants Fund in 2017. Organisations can make only one application at metropolitan level and/or one application per community board area. The single application can be for both operating and/or project costs and can cover multiple projects/costs.
- 8.4 **Board Projects (Bids)** – Each year the Board considers projects it would like to undertake during the year. Such projects in the past have included Neighbourhood Week, ANZAC Day commemorations, Board communications (newsletters), Community Service Awards and Edible Gardens Awards. This year, at a workshop to be scheduled, the Board will again be asked to consider projects it would like to put forward and whether these would be best allocated from its contestable Strengthening Communities Fund or its Discretionary Response Fund. Information to inform the discussion will be provided at the workshop.

Attachments

| No. | Title | Page |
|---------------------|--|------|
| A ↓ | Daly's Wharf Repair Details | 129 |
| B ↓ | Community Facilities and Heritage Status Report - April 2017 | 131 |
| C ↓ | Future of Heritage Survey | 144 |
| D ↓ | Lyttelton Wastewater Project Map | 155 |
| E ↓ | Board's Discretionary Response Fund Balance | 156 |

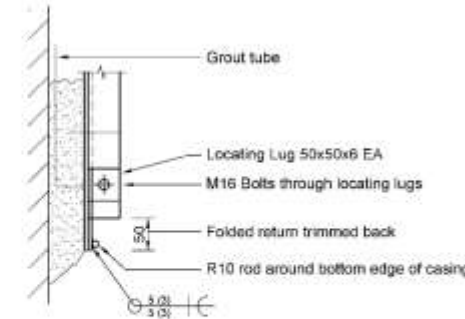
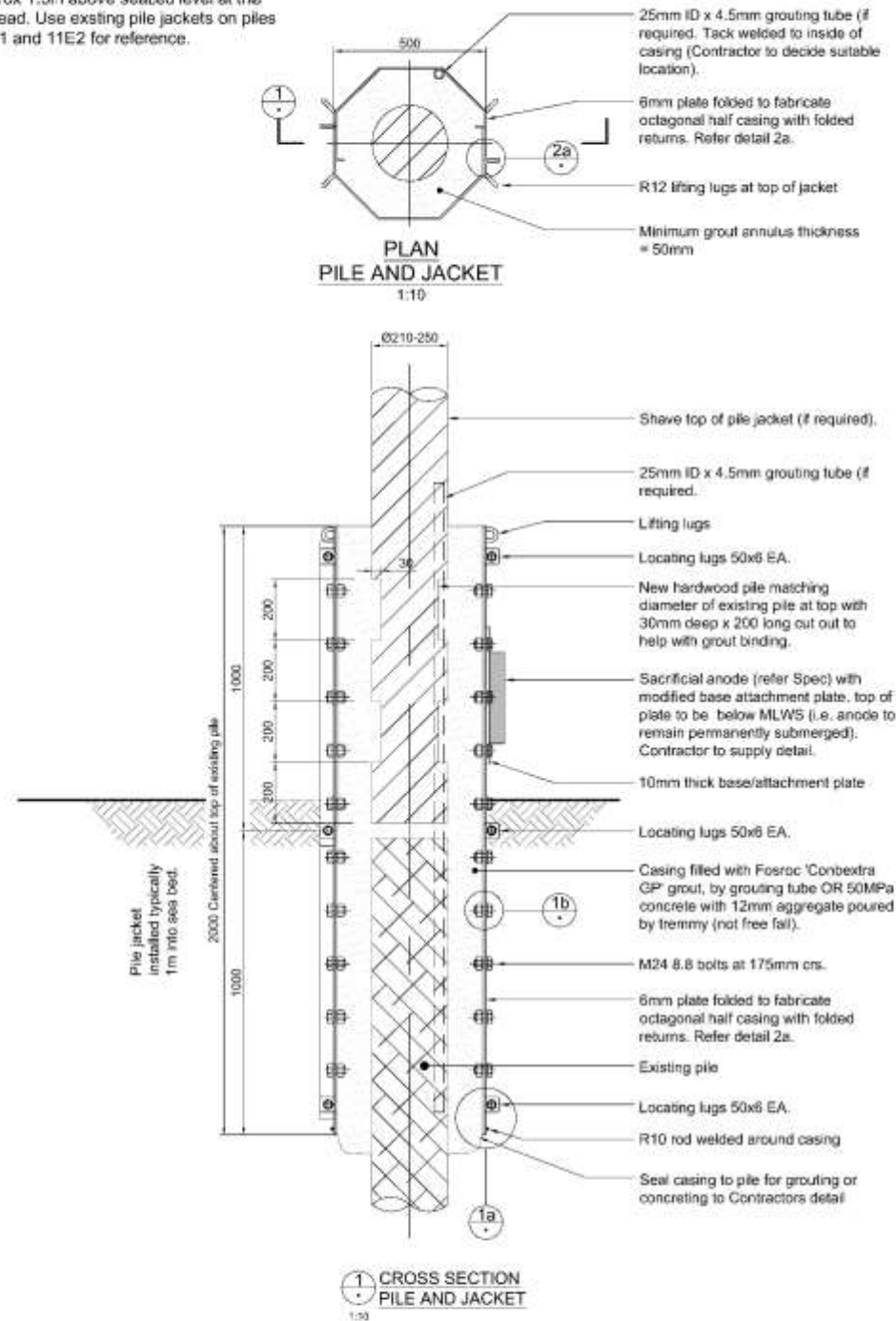
Signatories

| | |
|--------------------|--|
| Authors | <p>Joan Blatchford - Manager Community Governance, Banks Peninsula/Lyttelton</p> <p>Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa</p> <p>Fiona Nicol - Community Development Advisor</p> <p>Liz Carter - Community Board Advisor</p> <p>Trisha Ventom - Community Recreation Advisor</p> <p>Andrea Wild - Community Development Advisor</p> <p>Philipa Hay - Community Development Advisor</p> <p>Amy Hart - Governance Support Officer</p> <p>Grace Le Heux - Community Support Officer</p> <p>Timothy Kibblewhite - Governance Support Officer</p> |
| Approved By | <p>Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa</p> <p>Joan Blatchford - Manager Community Governance, Banks Peninsula/Lyttelton</p> <p>Lester Wolfreys - Head of Community Support, Governance and Partnerships</p> |

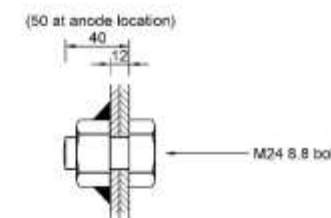


Note:

Top of jacket should not protrude above water line at MLSW tide level which is approx 1.5m above seabed level at the T-Head. Use existing pile jackets on piles 11E1 and 11E2 for reference.



END DETAIL 1a
Scale: 1:5

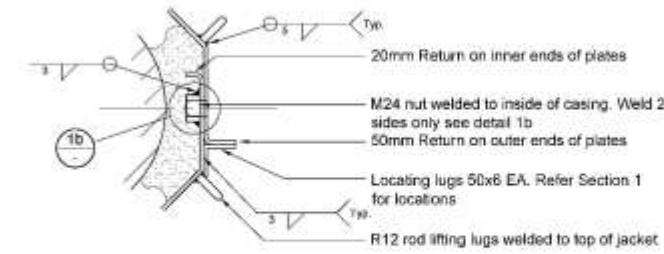


TYPICAL BOLT DETAIL 1b
Scale: 1:2

Note: Bolt head to be protected above MLWS by appropriate Denso System (Available from Denso NZ Ltd). To be installed to manufacturers instructions.

GENERAL NOTES

- All plates shall be weldable Grade 250 steel in accordance with the requirements of AS/NZS 3678 or approved equivalent.
- All fabrication shall comply with NZS 3404:Part 1:1997. All welding shall be Class GP in accordance with AS 1554.1 unless specified otherwise.
- All steelwork shall be surface protected with thermal metal spray in accordance with CES 314. The surface coating shall be TSA200S (thermal sprayed aluminium 200 micron thickness and sealed). Bolts below MLWS are to be installed ensuring good metal to metal contact is achieved with the casings. To ensure this, in the areas where the bolt heads contact the casings, the casing shall be masked before the seal coat is applied to the metal spray and the masking removed immediately prior to installation.
- All M24 bolts shall be property Class 8.8 to AS1252. All other bolts shall be property Class 4.6 to AS1111.1 and nuts to property class 5 of AS1112.3.
- The surface to the pile shall be cleaned by water blasting prior to fitting the jacket shells.
- Grout is to overflow the top of the jacket until clean undiluted grout is obtained.
- Prior to fabrication the Contractor must inspect each pile requiring this repair for any complications. All modifications are to be approved by the Engineer prior to construction.
- Steel jackets are to be date stamped as "2017" with 8mm weld outside, above sea level.



OVERLAP DETAIL 2a
Scale: 1:5

| | | | | | | | | | |
|---|--|---|---------------------------------------|--|---------------------------|------------------------------------|--|---|------------------------------------|
| Christchurch City Council TECHNICAL SERVICES & DESIGN | | DESIGNER: [Signature] CHECKED: [Signature] DATE: 08/12/16 | NAME: M. Hargreaves DATE: 08/12/16 | APPROVED FOR TENDER: [Signature] DATE: 08/12/16 | CONTRACT NUMBER: CP500127 | PROJECT TITLE: DALY'S WHARF AKAROA | DRAWING TITLE: PILE JACKET AND CAP DETAILS | CONTRACT NUMBER: SD118801 DRAWING NUMBER: CP500127 | SCALE: AS SHOWN SHEET: S02 OF 2 |
|---|--|---|---------------------------------------|--|---------------------------|------------------------------------|--|---|------------------------------------|

Community Facilities and Heritage Programme

NOTE: For reporting purposes, the status of a project will no longer be reported once the public opening has occurred. Completion of projects can take up to a year depending on the Defect Notification period.

Banks Peninsula Community Board

Opened to Public



Lyttelton Library, Service Centre and Integration
with Library EQ Repairs
Banks Peninsula CB/ 13 March 2017



Stoddart Cottage – Earthquake repairs - Heritage
Banks Peninsula / March 2017



Governors Bay community centre
Banks Peninsula CB/ 14 December 2016



Lyttelton Mt Herbert Board Room Replacement (25
Canterbury Street)
Banks Peninsula CB / 7 September 2016



Governors Bay Headmasters House – EQ Repair,
Strengthening and Maintenance- Heritage
Banks Peninsula / 14 July 2016



Lyttelton Plunket Rooms & Toy Library
Demolished & 15 year lease at Lyttelton Rec Centre
Banks Peninsula Community Board/ July 2016



Pigeon Bay Campground Toilet -
Banks Peninsula CB / 3 August 2016



The Gaiety Hall – EQ Repair, Strengthening &
Maintenance- Heritage
Banks Peninsula / 1st April 2016



Lyttelton Recreation Ground – Pavilion and Shed #2
Banks Peninsula CB / 05 February 2016



Lyttelton Recreation Centre and Trinity Hall Repair
Banks Peninsula CB / Completed 18th December
2015- Official Opening 20th February 2016



Grubb Cottage – EQ Repair and Maintenance-
Heritage
Banks Peninsula / 2nd February 2016



Akaroa Museum – EQ Repairs, Strengthening and
Re-roof - Heritage
Banks Peninsula / 13 October 2015



Le Bons Bay Exeloo Toilet
Banks Peninsula CB / 25th September 2015



Awa-iti Reserve Exeloo Toilet
Banks Peninsula CB / 20th September 2015



Duvauachelle Show Grounds Exeloo Toilet
Banks Peninsula CB / 12th August 2015



Duvauachelle Reserve and Campground - All
Buildings
Banks Peninsula CB / 30th July 2015



Port Levy Pool Changing Shed
Banks Peninsula CB / 2nd April 2015



Norman Kirk Pool Rebuild
Banks Peninsula CB / 12th February 2015



Godley House – Foundation Remediation- Heritage
Banks Peninsula / December 2014





Active Projects

Allandale Community Centre Repair

Banks Peninsula Community Board
Tranche 2
Community Facilities

| | | | |
|--|--|---------------------------|-----------------------|
| Opening | September 2017 | Current Phase / Sub-Phase | Executing Procurement |
| Delegated Authority for concept Approval | Banks Peninsula Community Board in partnership with the Council Asset Owner, the Allandale Reserve Management Committee and other community members. | | |

Description of Work

Carry out earthquake repairs and strengthening to a minimum of 67% NBS. Return the building to the Allandale Reserves Committee to manage. Committee will have a voluntary role in tidying up and landscaping the grounds.

Current Status

The tender for the repair and strengthening closes on 21st April. The tender will be awarded by the end of April.



Detailed design layouts of repair and strengthening hall

Akaroa Service Centre

Banks Peninsula
Tranche 1
Heritage

| | | | |
|--|-----------------------------------|---------------------------|-------------------------|
| Opening | 2018 – Q1 | Current Phase / Sub-Phase | Executing / Procurement |
| Delegated Authority for concept Approval | CCC Internal staff building owner | | |

Description of Work

The Akaroa Service Centre currently has a 100%NBS but remains closed. This is due primarily to overdue maintenance, earthquake damage and a desire to undertake alterations.

Current Status

An agreement has been reached on the final internal layout. Design documentation has been completed and the Resource Consent application is currently being prepared by a planning consultant. Next phase is consent lodgment and construction tender.

Stage 1 - Exterior. All works have been completed. Currently remedying defects.



Stage 2 – Internal Fit-out. Detailed design has been completed. The design has been approved by the Akaroa Design and Appearance Committee. The documentation has been lodged for building and resource consent. Tender documentation is in final phases.



Custom House, Akaroa

Banks Peninsula
Tranche 1
Heritage

| | | | |
|--|-----------------------------------|---------------------------|------------------------|
| Opening | 2017 – June | Current Phase / Sub-Phase | Executing Construction |
| Delegated Authority for concept Approval | CCC Internal staff building owner | | |

Description of Work

The Custom House in Akaroa currently has 41%NBS and is open for viewing only as repairs are required to the heritage fabric. The brick chimney was deconstructed to below roofline and waterproofing was completed to ensure protection of the asset. The chimney will be reconstructed in a lightweight method inclusive of steel frame and ply bracing to necessary walls. Internal repairs and a full interior and exterior decorating will also be undertaken.

Current Status

Construction works have been completed with final defects being addressed.



Akaroa Court House

Banks Peninsula
Tranche 2
Heritage

| | | | |
|---|-----------------------------------|---------------------------|------------------------|
| Opening | 2017 – Q3 | Current Phase / Sub-Phase | Executing Construction |
| Delegate Authority for concept Approval | CCC Internal staff building owner | | |

Description of Work

The Akaroa Court House currently has a 70%NBS. Works involved in this project are primarily maintenance, this includes the remediation of rotted and bora ridden weatherboards and framing, as well as a full paint strip and re-paint.

The installation of a heat pump has also been included within the statement of works.

Current Status

Replacement of the weatherboards and decayed framing to the building has been completed. Building has been stripped, bora treated, painting of the exterior of the building is almost completed. The completion of these works has been adversely affected by the weather.



Original Building



Replacement of weatherboards and painting has commenced



Coronation Library (Akaroa)

Banks Peninsula
Tranche 2
Heritage

| | | | |
|--|-----------------------------------|---------------------------|------------------------|
| Opening | 2017 - June | Current Phase / Sub-Phase | Executing Construction |
| Delegated Authority for concept Approval | CCC Internal staff building owner | | |

Description of Work

Coronation Library currently has a 44%NBS and is open

Coronation Library is a Category 2 Historic Building with Heritage New Zealand and classified as of "Significant" Heritage value in the Christchurch City Council District Plan. Repairs will include remediation of the cracks in the foundation, deconstruction, strengthening and reconstruction of the existing chimney, undertake internal repairs and upgrade to the fire protection system and emergency lighting to comply with the current building code.

Current Status

A new heating system has been installed and all earthquake repairs have been repaired including a full external paint strip and re-paint. The chimney has also been made safe, foundations repaired and cracks to kitchen repainted.



Original Building



Exterior painting commenced with initial stripping



Chimney made safe, Heat pump has been relocated and fireplace surround made good

Governors Bay Old School House

Banks Peninsula
Tranche 2
Heritage

| | | | |
|--|-----------------------------------|---------------------------|------------------------|
| Opening | 2017 Q4 | Current Phase / Sub-Phase | Executing Construction |
| Delegated Authority for concept Approval | CCC Internal staff building owner | | |

Description of Work

Governors Bay Old School House currently has an 85%NBS and is open following deconstruction of chimney.

The works on this asset is to rebuild the partially deconstructed chimney The Building will 100% NBS

Current Status

The construction works to the non-working chimney is complete. The drainage has been upgraded to prevent the standing water issue around the chimney. A new radiant heater installed on a new switchboard next to the original 1928 switchboard. A repaint of the interior has now been approved and a painter procured for the work to commence in May. The exterior painting and a borer treatment have been scopped, but work would only start after winter once work is approved.



Chimney Portal



Reinstatement of
Brick to Chimney



Brick Reinstatement
nearing Completion



Brick Reinstatement
Completion

Langlois-Eteveneaux Cottage (LE Cottage)

Banks Peninsula
Tranche 2
Heritage

| | | | |
|--|-----------------------------------|---------------------------|------------------------|
| Opening | 2017-Q3 | Current Phase / Sub-Phase | Executing Construction |
| Delegated Authority for concept Approval | CCC Internal staff building owner | | |

Description of Work

LE Cottage currently has a 51%NBS and is closed due to construction.

Upon approval of desired target NBS, it is likely that the repairs will include possible bracing of linings and repair/strengthening to the chimney.

Current Status

Resource and building consent has been granted and the archaeological authority has been approved. Works have commenced and unexpected fabrics have been uncovered.

A revised scope has been agreed because of the discovery of heritage fabrics. Currently a change of consent is being processed to reflect this new scope. Negotiations are underway with the contractor over terms.



Lyttelton (Upham) Clock Tower

Banks Peninsula
Tranche 2
Heritage

| | | | |
|--|-----------------------------------|---------------------------|------------------------|
| Opening | 2017-June | Current Phase / Sub-Phase | Executing Construction |
| Delegated Authority for concept Approval | CCC Internal staff building owner | | |

Description of Work

The Lyttelton (Upham) Clock tower currently has a 25%NBS and is closed. The structure currently exhibits a prominent crack through the midpoint of the structure as well as various points of displaced stonework. The design involves removing the roof and installing four steel angles down the full length of the internal cavity to strengthen the shear core.

Current Status

Detailed design to 67% NBS has been completed. Building consent exemption has been approved. Documentation for resource consent has been approved. Contractor has been appointed.

The pre-start meeting has occurred and the contractor will establish on site by 27th January 2017. The steel angles have been installed into the tower cavity and a roof reconstructed. All re-pointing and graffiti removal has been completed.

The removal and restoration of the clock faces are the next works which are to be completed followed by a lighting upgrade.

*Tower capping
strengthening*



Bringing in Steel



Signal Box Norwich Quay

Banks Peninsula
Tranche 2
Heritage

| | | | |
|--|-----------------------------------|---------------------------|-------------------------|
| Opening | 2017-Q4 | Current Phase / Sub-Phase | Executing / Procurement |
| Delegated Authority for concept Approval | CCC Internal staff building owner | | |

Description of Work

Norwich Quay Signal Box is categorized as a building of "Significant" Heritage Value in the Christchurch City Council District Plan. The building performed well in the Canterbury Earthquakes however repairs to the retaining wall are required and an assessment of deferred maintenance items needs to be completed.

Current Status

Retaining Wall Detailed Design has been received and currently with Contractor for quoting. Consultation with the Lyttelton Port Company has also been undertaken and agreements reached.



Future Projects or On Hold

| Asset Name | Status | Community Board | Target Start Date |
|--|--|---------------------------------|-------------------|
| Former Council Stables – Donald St- HERITAGE | On Hold – Awaiting Asset Owner direction | Banks Peninsula Community Board | TBC |
| Kukupu Hostel - HERITAGE All tender costs for engineering works have been received and are under review. CCC are currently looking into the future use of the building as this will determine the design process for the repair and strengthening of the property. This asset is currently on hold awaiting a decision on future use. Consequently, the project will not be reported upon further until the project recommences. | On Hold | Banks Peninsula Community Board | TBC |
| Little River (Coronation) Library- HERITAGE The area traditionally suffers from flooding and as this building is affected, we are currently looking at potential solutions for this facility alone. A report has been completed and issued to Council for review and comment. The flooding report has several different options for the protection of the property and this is currently being expanded and initial budget estimate figures completed for further review. Consequently, the project will not be reported upon further until the project recommences. | On Hold | Banks Peninsula Community Board | TBC |

Community Facilities Milestone Progress report for all Community
Boards
(excludes Heritage)

| Milestone Progress April 2017 From Jul-16 to April-17 | | Apr-17 | Mar-17 | Total to date |
|---|----------|----------|--------|---------------|
| Project Brief Validated (IT Initiate Complete) | | | | 7 |
| Concept Design Complete | | | 1 | 9 |
| Jellie Park / Pioneer Recreation and Sports Centres - EQ Repair Project | | | ★ | |
| Detailed Design Completed | | | 1 | 3 |
| Allandale Community Centre Repair | | | ★ | |
| Building Consent Addressed | 1 | 1 | | 5 |
| Allandale Community Centre Repair | ★ | | | |
| Pages Road Depot - Buildings | | | ★ | |
| Resource Consent Addressed | 1 | 1 | | 4 |
| Opawa Public Library Earthquake Repairs | | | ★ | |
| Spencer Park Campground - All Buildings | ★ | | | |
| Go To Market | 1 | 1 | | 3 |
| Allandale Community Centre Repair | | | ★ | |
| South Brighton Camp Ground Repairs | ★ | | | |
| Possession of Site - Main Building Contractor | | | | 3 |
| Construction Completed | | | | 14 |
| Open to Public | | | 1 | 12 |
| Lyttelton Library EQ Repairs | | | ★ | |
| Total to date | 3 | 6 | | 60 |

Christchurch City Council
Banks Peninsula Community Board

Memorandum

DATE: 23 MAY 2017
FROM: PAM RICHARDSON, DEPUTY CHAIRPERSON, BANKS PENINSULA COMMUNITY BOARD
TO: JENNIE HAMILTON, SENIOR ENGAGEMENT ADVISOR
SUBJECT: BANKS PENINSULA COMMUNITY BOARD – CHRISTCHURCH CITY COUNCIL FUTURE OF HERITAGE SURVEY

The Banks Peninsula Community Board appreciates the opportunity to complete the Council's Future of Heritage Survey. Please find below answers to Question 5 – Looking to the Future are below. Answers to Questions 1-4 are included as a separate attachment.

5.a. What heritage legacy would you like Christchurch to leave for future generations?

Heritage in Banks Peninsula creates a sense of place and character that form part of our communities' identity. Of particular importance are our unique and stunning landscapes, including sites of ecological significance, tangata whenua, local stories and histories, buildings and memorials.

It is important to look after the heritage we have through maintenance, restoration and adaptive reuse so we can pass on this part of our shared identity to future generations.

5.b. What three things need to happen to achieve this legacy?

1. Funding available to organisations and communities to maintain and restore heritage, and funding to develop Conservation Management Plans.
2. More flexibility in rules and regulations to make it easier to adapt heritage structures to meet the needs of current users. This will facilitate protection of heritage as unused buildings are more likely to fall into disrepair.
3. Work with communities to maintain and restore heritage, and simplify the process for volunteers to get involved.

Yours sincerely

Pam Richardson
Deputy Chairperson, Banks Peninsula Community Board

1

Banks Peninsula Community Board
Future of Heritage Survey

Name of organisation

Banks Peninsula Communit

Role within organisation

Deputy Chairperson

Personal information

So we can understand what different groups of people are thinking, could you please tell us your age group.

Age

- ☐ Under 18 years
- ☐ 18-24 years
- ☐ 25-49 years
- ☒ 50-64 years
- ☐ 65 years and over

1. What heritage do you value?

a. Which of the following do you consider to be of heritage value?

Tick as many options as you wish.

- ☒ Municipal building
- ☒ Local history
- ☒ House
- ☒ Shop
- ☒ Traditional stories and oral history
- ☒ Graveyard
- ☒ River
- ☒ Streetscape

- ☒ Bridge
- ☒ Statue
- ☒ Traditional pā sites
- ☒ Arts Centre
- ☒ Urupa
- ☒ Family history
- ☒ Retaining wall
- ☒ Interiors of buildings
- ☒ Archaeological site
- ☒ Mahinga Kai
- ☒ Family photographs
- ☒ Family Bible
- ☒ Marae
- ☒ View
- ☒ Wharf
- ☐ Landscape
- ☒ Trail/walk
- ☒ Trees
- ☒ Park
- ☐ Geographical feature
- ☒ Traditional music and dance
- ☒ Place of spiritual worship
- ☒ Trams
- ☒ Other

Please specify

Engineering, Marine structu

<https://ccc.govt.nz/the-council/have-your-say/consultations/show/15>

22/05/2017

1b. What types of heritage are most important for your community, family or business?

Please select 3 options

- ☒ Buildings
- ☐ Moveable (Objects / transport)
- ☒ Archaeological
- ☒ Genealogy / Family history
- ☐ Traditions
- ☐ History / stories (including local and oral history)
- ☒ Monuments / memorials
- ☒ Landscape / open spaces / vegetation
- ☒ Māori / Tangata Whenua
- ☐ Heritage Areas
- ☐ Infrastructure (bridges, road layout)
- ☐ Multicultural / Ethnic minorities
- ☐ Modern heritage (post 1945)
- ☐ Industrial heritage
- ☒ Other

Please Specify

1c. What types of heritage do you feel are not as widely recognised or celebrated at present?

Please select 3 options

- ☐ Buildings

- ☒ Moveable (objects / transport)
- ☐ Archaeological
- ☐ Genealogy / family history
- ☐ Traditions
- ☒ History / stories (including local and oral history)
- ☐ Monuments / memorials
- ☒ Landscape / open spaces / vegetation
- ☐ Māori / Tangata Whenua
- ☐ Heritage areas
- ☒ Infrastructure (bridges, road layout)
- ☐ Multicultural / Ethnic minorities
- ☐ Modern heritage (post 1945)
- ☒ Industrial heritage
- ☐ Other

Please specify

2. Why do you value heritage?

a. What do you think are the main benefits of heritage?

Please select 3 options

- ☒ Sustainability
- ☒ Community
- ☐ Business
- ☒ Family use
- ☐ Emotional
- ☐

<https://ccc.govt.nz/the-council/have-your-say/consultations/show/15>

22/05/2017

Personal

- ☐ Traditions
- ☒ Landmark
- ☐ Use
- ☐ Point of difference
- ☐ Financial
- ☐ City Identity
- ☒ Character
- ☒ Memories
- ☐ Sensory
- ☐ Tourism
- ☐ Cultural
- ☐ Belonging
- ☒ Sense of place
- ☐ Other

Please specify

2b. Please tell us about a personal experience of a way heritage has benefited you, your community or business.

3. How do we celebrate heritage?

3a. Which of these heritage organisations and events have you heard of?

Tick as many options as you wish

- ☒ Heritage New Zealand Pouhere Taonga (HNZPT - formerly Historic Places Trust Pouhere Taonga)
- ☒ Department of Conservation (DOC)
- ☒ Christchurch City Council Heritage Team
- ☒ Christchurch Civic Trust
- ☒ Akaroa Civic Trust
- ☐ ICOMOS New Zealand (International Council of Monuments and Sites)
- ☒ Heritage Week
- ☒ Historic Places Canterbury
- ☒ Ministry of Culture and Heritage
- ☐ Other

Please specify

3b. What things would you like to see more of to celebrate and promote heritage in your community?

Please select 3 options

- ☒ Tours
- ☐ Talks / seminars
- ☐ Trails and walks
- ☒ Plaques
- ☒ Interpretation boards
- ☐ Open days
- ☐ Workshops
- ☐ Education / training

Markets

- ☒ Exhibitions / displays
- ☐ Performances
- ☐ Mobile apps
- ☒ Virtual reality
- ☐ New technology
- ☐ Web content
- ☐ Competitions
- ☐ Social media
- ☐ Parades
- ☐ Tours / drives
- ☐ Practical demonstrations
- ☒ Historical research
- ☐ Publications / books / brochures
- ☐ Interpretation through design – e.g. inscriptions on footpath
- ☒ Use of salvaged heritage material in new buildings
- ☒ Storytelling
- ☐ Opportunities to tell / share personal history and memories
- ☐ Activities for children and young people
- ☐ Multicultural activities
- ☐ Film and photography
- ☐ Other

Please Specify

4. How do we retain our heritage?

4a. Which of these heritage protection measures and incentives have you heard of?

Tick as many options as you wish

- ☒ Archaeological Authority
- ☒ Council Heritage Incentive Grant
- ☒ Conservation covenant
- ☒ Resource consent
- ☒ District Plan rules
- ☐ Council Central City Landmark Heritage Grant
- ☒ Lotteries funding
- ☒ Heritage New Zealand Pouhere Taonga Grant
- ☒ Conservation Plan or Report
- ☐ Other

Please specify

4b. Do you feel heritage is well-protected or at risk since the Canterbury Earthquakes?

- ☐ Protected
- ☒ About right
- ☐ At risk
- ☐ Don't know

4c. What do you feel are the most important tools to protect and retain heritage?

Please select 3 options

- ☐ Regulation/legislation
- ☒ Funding
- ☒ Advice and help
- ☒ Education to increase understanding and appreciation
- ☒ Tax breaks / rates relief
- ☐ Financial incentives
- ☐ Information
- ☒ Exemptions from rules and requirements

Please specify

- ☒ Encouraging ongoing use
- ☒ Allowing changes to heritage fabric
- ☐ Heritage conservation principles / best practice
- ☒ Greater acknowledgement and recognition of benefits of heritage
- ☐ Other

Please specify

4d. What do you see as the biggest barriers to heritage retention?

- ☒ Lack of public awareness and appreciation
- ☒ Lack of funding
- ☐ Difficult to find valid adaptive reuse
- ☒ The need for earthquake strengthening
- ☐ Heritage conservation principles / best practice
- ☒ Regulation / Legislation
- ☒ Lack of acknowledgement of the community value of heritage

- ☒ High cost
- ☒ Natural disasters
- ☒ Building code requirements
- ☐ Other

Please specify

5. Looking to the Future

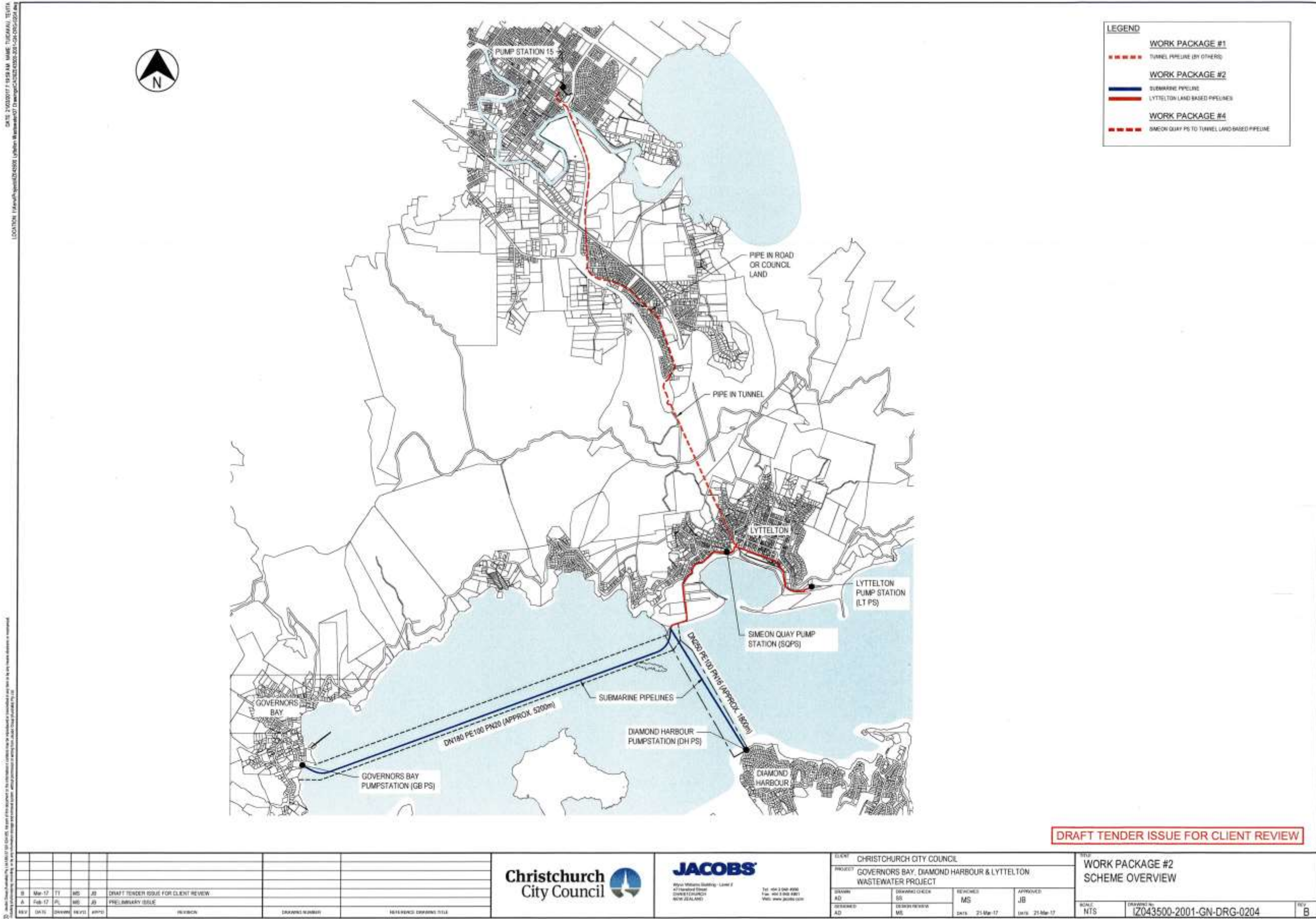
a. Considering the above, what heritage legacy would you like Christchurch to leave for future generations?

b. What three things need to happen to achieve this legacy?

c. Is there anything else you wish to add?

Thank you for your responses.

[← Consultation search](#)



| Banks Peninsula Discretionary Response Fund 2016/17 | | Board Approval |
|--|--------------------|-----------------------|
| BUDGET | \$51,245.00 | |
| Youth Development Fund | | |
| <i>Allocations made</i> | | |
| Brianna Dalglish - Outward Bound Course | \$500.00 | 13/02/2017 |
| Rangi Ruru Girls School Board of Governors - Future Problem Solving International Finals | \$600.00 | 8/05/2017 |
| Hermione Murden - Future Problem Solving International Finals | \$300.00 | 8/05/2017 |
| David Buchanan - International Optimist Dinghy Association World Championship | \$300.00 | Pending 12/06/2017 |
| Youth Development Scheme Balance | \$1,700.00 | |
| Discretionary Response Fund | | |
| <i>Allocations made</i> | | |
| Diamond Harbour Community Association - Live at the Point and Sculpture on the Point | \$3,500.00 | 12/12/2016 |
| Ann Toomey - Commemorative Plaque for Collett's Corner | \$500.00 | 13/02/2017 |
| Project Lyttelton - Community Garden and Camera Replacement Project | \$2,000.00 | 13/02/2017 |
| Akaroa District Promotions - Events Coordinator & Cruising Out Party | \$3,000.00 | 13/03/2017 |
| Duvauchelle School Board of Trustees - Community Swimming & Water Safety Lessons for Children and Upkeep of School Pool | \$1,500.00 | 13/03/2017 |
| Royal New Zealand Plunket Society Canterbury - Lining & Insulation for Little River Toy Library | \$1,500.00 | 13/03/2017 |
| Te Mata Hapuku Community Hall Committee - Heat Pump | \$2,000.00 | 10/04/2017 |
| Akaroa Croquet Club - Two New Sets of Croquet Hoops & Dibber | \$1,500.00 | 8/05/2017 |
| Governors Bay Community Association - Community Centre | \$7,000.00 | 8/05/2017 |
| Stoddart Cottage Trust - Interpretive Brochures | \$3,000.00 | 8/05/2017 |
| Lyttelton Boat Safety Association - Boat Safety Improvements Project | \$581.00 | 8/05/2017 |
| Royal New Zealand Plunket Society Canterbury - Tutor Fees & Venue Hire | \$1,400.00 | 8/05/2017 |
| Kidsfirst Kindergartens - Shed Relocation Project | \$300.00 | Pending 12/06/2017 |
| Lyttelton Anglican Parish - Norfolk Pine Tree Lights | \$500.00 | Pending 12/06/2017 |
| Charteris Bay Yacht Club - Renewal of Lifejackets | \$1,700.00 | Pending 12/06/2017 |
| Diamond Harbour Community Association - Changing the Rain of Seeds | \$2,625.00 | Pending 12/06/2017 |
| Lyttelton Seafarers Centre - Lyttelton Seafarers Centre | \$700.00 | Pending 12/06/2017 |
| Little River School - Little River School Basketball | \$700.00 | Pending 12/06/2017 |

| Banks Peninsula Discretionary Response Fund 2016/17 | | Board Approval |
|--|--------------------|--------------------|
| | | |
| BUDGET | \$51,245.00 | |
| <i>Little River Wairewa Community Trust - Trust Secretary Wages/Little River Big Ideas</i> | \$4,333.00 | Pending 12/06/2017 |
| <i>Church Bay Neighbourhood Association - Seats for Church Bay</i> | \$1,200.00 | Pending 12/06/2017 |
| <i>Lyttelton Community House Trust - Operational Costs</i> | \$1,667.00 | Pending 12/06/2017 |
| <i>The Loons Club - Operational Costs</i> | \$1,667.00 | Pending 12/06/2017 |
| Discretionary Response Fund Allocated | \$42,873.00 | |
| | | |
| TOTAL: Discretionary Response Fund Unallocated | \$6,672.00 | |

12. Elected Members Information Exchange

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.