

## **Banks Peninsula Community Board AGENDA**

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### **Notice of Meeting:**

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

**Date:** Monday 26 February 2018  
**Time:** 10am  
**Venue:** Akaroa Sports Complex, Akaroa Recreation Ground,  
28 Rue Jolie, Akaroa

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### **Membership**

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

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**21 February 2018**

Joan Blatchford  
Manager Community Governance, Banks Peninsula/Lyttelton  
941 5643  
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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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## Mihi/Karakia Timatanga

### 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, 12 February 2018](#) be confirmed (refer page 5).

### 4. Public Forum

A period of up to 30 minutes is available for people to speak for up to five minutes on any issue that is not the subject of a separate hearings process.

It is intended that the public forum session will be held at this point in the meeting.

### 5. Deputations by Appointment

Deputations may be heard on a matter or matters covered by a report on this agenda and approved by the Chairperson.

There were no deputations by appointment at the time the agenda was prepared.

### 6. Presentation of Petitions

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

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## Banks Peninsula Community Board OPEN MINUTES

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

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**Present**

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

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12 February 2018

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

**Mihi/Karakia Timatanga:** John McLister

The agenda was dealt with in the following order.

## 1. Apologies

Part C

### Community Board Resolved BKCB/2018/00001

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

Andrew Turner/Jed O'Donoghue

Carried

## 2. Declarations of Interest

Part B

There were no declarations of interest recorded.

## 3. Confirmation of Previous Minutes

Part C

### Community Board Resolved BKCB/2018/00002

#### Community Board Decision

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

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

Tori Peden/Jed O'Donoghue

Carried

## 4. Public Forum

Part B

The following public forum presentations were received:

### 4.1 Ian Knewstubb - Signal Box Access

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

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

### 4.2 John Wright – Akaroa Fishermen's Association – Akaroa Wharf

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

The Board **agreed** to:

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

## **5. Deputations by Appointment**

### **Part B**

#### **5.1 Ms Elizabeth Graham – Lyttelton Pedestrian Improvements**

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

## **6. Presentation of Petitions**

### **Part B**

There was no presentation of petitions.

## **7. Reserve Management Committee**

### **Community Board Resolved BKCB/2018/00003**

**Staff recommendation adopted without change.**

### **Part B**

That the Banks Peninsula Community Board:

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

John McLister/Jed O'Donoghue

**Carried**

## **8. Akaroa Museum Advisory Committee 23 November 2017 Minutes**

### **Community Board Resolved BKCB/2018/00004**

**Staff recommendation adopted without change.**

**Part B**

That the Banks Peninsula Community Board:

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

Janis Haley/Andrew Turner

Carried

**9. Community Organisation Report**

**Community Board Resolved BKCB/2018/00005**

**Staff recommendation adopted without change.**

**Part B**

That the Banks Peninsula Community Board:

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

Felix Dawson/John McLister

Carried

**10. Whakaraupō/Lyttelton Harbour Catchment Management Plan**

**Community Board Resolved BKCB/2018/00006**

**Staff Recommendation accepted without change.**

**Part C**

That the Banks Peninsula Community Board:

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

Jed O'Donoghue/John McLister

Carried

**Community Board Decided BKCB/2018/00007**

**Part A**

That the Banks Peninsula Community Board recommend that the Council:

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

Jed O'Donoghue/John McLister

Carried

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

**Board Consideration**



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

### **Staff Recommendations**

That the Banks Peninsula Community Board:

3.1 approve Option 1

1. Note that for the purposes of the following resolutions: (1) an intersection is defined by the position of kerbs on each intersecting roadway; and (2) The resolution is to take effect from the commencement of physical road works associated with the project as detailed in this report; and (3) if the resolution states "Note 1 applies", any distance specified in the resolution relates the kerb line location referenced as exists on the road immediately prior to the Community Board meeting of the 12th February 2017; and (4) If the resolution states "Note 2 Applies", any distance specified in the resolution relates the approved kerb line location on the road resulting from the resolution as approved.
2. Revoke all existing parking and stopping restrictions on the north side of Winchester Street, commencing at intersection with Oxford Street and extending in a westerly direction for a distance of 21 metres. Note 1 Applies.
3. Revoke all existing parking and stopping restrictions on the south side of Winchester Street, commencing at intersection with Oxford Street and extending in a westerly direction for a distance of 9 metres. Note 1 Applies.
4. Revoke all existing parking and stopping restrictions on the west side of Oxford Street, commencing at intersection with Winchester Street and extending in a southerly direction for a distance of 20.5 metres. Note 1 Applies.
5. Revoke all existing parking and stopping restrictions on the west side of Oxford Street, commencing at intersection with Winchester Street and extending in a northerly direction for a distance of 16 metres. Note 1 Applies.
6. Revoke all existing parking and stopping restrictions on the east side of Oxford Street, commencing at intersection with Sumner Road and extending in a northerly direction for a distance of 120 metres. Note 1 Applies.
7. Revoke all existing parking and stopping restrictions on the south side of Sumner Road, commencing at intersection with Oxford Street and extending in a easterly direction for a distance of 24 metres. Note 1 Applies.
8. Approve that the stopping of vehicles be prohibited on the north side of Winchester Street, commencing at intersection with Oxford Street and extending in a westerly direction for a distance of 10.5 metres. Note 2 Applies
9. Approve that the stopping of vehicles be prohibited on the south side of Winchester Street, commencing at intersection with Oxford Street and extending in a westerly direction for a distance of 10.5 metres. Note 2 Applies
10. Approve that the stopping of vehicles be prohibited on the west side of Oxford Street, commencing at intersection with Winchester Street and extending in a southerly direction for a distance of 15 metres. Note 2 Applies
11. Approve that the parking of vehicles be restricted to the residents with an approved authorised residents parking permit, prominently displayed in the vehicle, in accordance with section 6.4 of the Land Transport (Road User) Rule 2004. This restriction is to apply at any time and be located on the west side of Oxford Street commencing at a point 15 metres south of its intersection with

- Winchester Street and extending in a southerly direction for a distance of 6 metres. Note 2 Applies
12. Approve that the stopping of vehicles be prohibited on the west side of Oxford Street, commencing at intersection with Winchester Street and extending in a northerly direction for a distance of 18.5 metres. Note 2 Applies
  13. Approve that the stopping of vehicles be prohibited on the east side of Oxford Street, commencing at intersection with Sumner Road and extending in a northerly direction for a distance of 28 metres. Note 1 Applies.
  14. Approve that the parking of vehicles on the eastern side of Oxford Street commencing at a distance of 28 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 25.5 metres, be restricted to a maximum parking time of three minutes. This restriction is to apply between the times of 8.15am and 9.15 am and 2.30pm and 3.30pm on school days only.
  15. Approve that the parking of vehicles on the eastern side of Oxford Street commencing at a distance of 28 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 25.5 metres, be restricted to a maximum parking time of 120 minutes. This restriction is to apply during standard hours of 8am to 6pm Monday to Sunday, except for 8.15 to 9.15am and 2.30 to 3.30pm on school days, and parking limit lines be installed within this area once the extent of the vehicle crossings are confirmed.
  16. Approve that the Stopping of vehicles be prohibited on the east side of Oxford Street, commencing at a point 53.5 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 6.5 metres. Note 1 Applies.
  17. Approve that a bus stop be created on the east side of Oxford Street commencing at a point 60 metre north of its intersection with Sumner Road and extending in a northerly direction for a distance of 15 Metres. Note 1 Applies.
  18. Approve that the Stopping of vehicles be prohibited on the east side of Oxford Street, commencing at a point 75 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 14.5 metres. Note 1 Applies.
  19. Approve that the parking of vehicles on the eastern side of Oxford Street commencing at a distance of 89.5 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 5.5 metres, be restricted to a maximum parking time of three minutes. This restriction is to apply between the times of 8.15am and 9.15 am and 2.30pm and 3.30pm on school days only.
  20. Approve that the parking of vehicles on the eastern side of Oxford Street commencing at a distance of 89.5 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 5.5 metres, be restricted to a maximum parking time of 120 minutes. This restriction is to apply during standard hours of 8am to 6pm Monday to Sunday, except for 8.15 to 9.15am and 2.30 to 3.30pm on school days, and parking limit lines be installed within this area once the extent of the vehicle crossings are confirmed.
  21. Approve that the Stopping of vehicles be prohibited on the east side of Oxford Street, commencing at a point 95 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 18 metres. Note 1 Applies.
  22. Approve that the parking of vehicles on the eastern side of Oxford Street commencing at a distance of 113 metres north of its intersection with Sumner Road and extending in a northerly direction for a distance of 30 metres, be restricted to a maximum parking time of three minutes. This restriction is to apply between the times of 8.15am and 9.15 am and 2.30pm and 3.30pm on school days only.

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

**Community Board Resolved BKCB/2018/00008**

**Part C**

That the Banks Peninsula Community Board:

**3.1 Approve Option 2**

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

Jed O'Donoghue/Andrew Turner

Carried

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

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

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

Community Board Resolved BKCB/2018/00009

Staff Recommendation accepted without change

Part C

That the Banks Peninsula Community Board:

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

John McLister/Tori Peden

Carried

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

#### **Staff Recommendations**

That the Banks Peninsula Community Board:

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

#### **Community Board Resolved BKCB/2018/00010**

##### **Part B**

That the Banks Peninsula Community Board:

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

Janis Haley/Tori Peden

Carried

### **14. Elected Members' Information Exchange**

#### **Part B**

Board members exchanged information on matters of current interest.

#### **14.1 Le Bons Bay Toilets**

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



#### 14.2 Steps to Akaroa Beach

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

#### 14.3 Lyttelton Information Centre – Wendy Everingham

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

##### **Community Board Resolved BKCB/2018/00011**

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

Felix Dawson/Jed O'Donoghue

Carried

#### 14.4 Norman Kirk Memorial Pool

##### **Community Board Resolved BKCB/2018/00012**

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

Jed O'Donoghue/John McLister

Carried

#### 14.5 Birdlings Flat Bridge

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

#### 14.6 Harmans Track

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

#### 14.7 Fire Storage Tanks

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

**14.8 Mark Thomson – Akaroa Volunteer Fire Brigade**

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

**Community Board Resolved BKCB/2018/00013**

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

Janis Haley/Pam Richardson

Carried

**Meeting concluded at 12:20pm.**

**CONFIRMED THIS 26TH DAY OF FEBRUARY 2018**

**PAM RICHARDSON**  
**DEPUTY CHAIRPERSON**



## 7. Correspondence

**Reference:** 18/161754

**Presenter(s):** Liz Carter, Community Board Adviser

### 1. Purpose of Report

Correspondence has been received from:

Name	Subject
Marie Haley	Freedom Campers Fire Risk
Sara Bellamy	Proposed Plaque at Le Bons Bay

### 2. Staff Recommendations

That the Banks Peninsula Community Board:

1. [Receive the information in the correspondence report dated 26 February 2018.](#)

### Attachments

No.	Title	Page
A <a href="#">↓</a>	Freedom Campers Fire Risk	18
B <a href="#">↓</a>	Proposed Plaque at Le Bons Bay	19



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7583  
Phone: 03 304 7654  
Email: marie.haley@bpct.org.nz

11 February, 2018

To the Banks Peninsula Community Board,

Freedom Campers Fire Risk

The Wildside Project is a community run whole landscape restoration project over 13,500ha where we aim to restore native biodiversity by covenanting forest, fencing streams, trapping predators and protecting vulnerable species. This project was recognised last year by the MfE Green Ribbon award for community leadership.

The core of the Wildside is an area of 2500ha centred around Hinewai Reserve, but also including vast public and private reserves; CCC Misty Peak Reserve, DOC's Ellengowen, Armstrong and Tutukakahiura, Dan Rogers and Nikau Palm Reserve's, private BPCT and QEII covenants linking Hinewai to the sea.

While this core area is regenerating rapidly from gorse to a native dominated forest ecosystem, there is still a very high fire risk while the gorse is being replaced. A fire risk made evident by the naturally occurring Hinewai Fire and more recently by the vast Port Hills fires.

Recently the CCC placed self 'contained freedom camping permitted' signs at the Ellengowen DOC Reserve at the CCC Misty Peaks Reserve and likely at other places on the Wildside. This was in direct contrast to all requests that had been made to Banks Peninsula Rangers and by Board members to place signs prohibiting any freedom camping to manage the fire risk. The lack of logic in this decision has to be questioned.

My concern is, now that there is a push for freedom camping to be controlled or prohibited in the Akaroa township that the flow on effect would be to cause freedom campers (self container or otherwise) to seek discrete spots where they are unlikely to be noticed and reported. Or even worse that the CCC would allow freedom camping outside of the Akaroa town boundary and not plan for the flow on effects. Why cannot the 'BP Meats' site within the town of Akaroa be opened up with port-a-loos to allow a manageable area where campers can be contained and regulated?

As the manager of the Wildside Project I ask the Banks Peninsula Community Board and CCC to support our conservation work and assist us in managing this high fire risk by removing the 'self-contained campers permitted' signs immediately and installing 'no overnight camping' signs on all DOC and CCC Reserves on the Wildside. As these areas are on CCC road or road reserve it is not the responsibility of DOC to manage this issue.

Yours sincerely,



Marie Haley

From:  
Sara Bellamy /  
hello@sarabellamy.com  
55 Aynsley Terrace  
Christchurch 8022

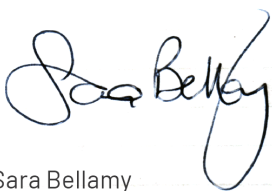
To:  
Liz Carter /  
Community Board Advisor  
+64 3941 5682  
liz.carter@ccc.govt.nz

Re: Proposed Plaque at Le Bons Bay  
22/ 01/ 2018

To whom it may concern,  
Several years ago, in the eighties I believe, my parents Patsy and Bob Bellamy donated a section of their land to the Akaroa District Council. The section was right behind the tennis courts in the Le Bons Bay domain and now houses a childrens playground.

My father sadly passed away many years ago, and my mother is now 87. I am the youngest of the 6 children and remember well my father carrying loads of shingle by wheelbarrow as he built the road Rue Del a Mer that leads from the main road to the domain. We have many wonderful memories there as a family. I was even born in the Akaroa hospital, so we felt as a family that a plaque dedicated to our parents would be a befitting tribute to their donation.

We certainly hope you agree and look forward to your response on the matter.  
Until then, all the best.



Sara Bellamy



## 8. Reserve Management Committee

Reference: 18/103017

Contact: Liz Carter

[liz.carter@ccc.govt.nz](mailto:liz.carter@ccc.govt.nz)

941-5682

### 1. Purpose of Report

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

Lyttelton Reserves Management Committee Minutes 11 December 2017
Allandale Reserve Management Committee Minutes 20 December 2017
Duvauchelle Reserves Management Committee Minutes 15 January 2018
Cass Bay Reserve Management Committee Minutes 1 February 2018

### 2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committee meetings:
  - [Lyttelton Reserves Management Committee Minutes 11 December 2017](#)
  - [Allandale Reserve Management Committee Minutes 20 December 2017](#)
  - [Duvauchelle Reserves Management Committee Minutes 15 January 2018](#)
  - [Cass Bay Reserve Management Committee Minutes 1 February 2018](#)

### Attachments

No.	Title	Page
A <a href="#">↓</a>	<a href="#">Lyttelton Reserves Management Committee Minutes 11 December 2017</a>	22
B <a href="#">↓</a>	<a href="#">Allandale Reserve Management Committee Minutes 20 December 2017</a>	28
C <a href="#">↓</a>	<a href="#">Duvauchelle Reserves Management Committee Minutes 15 January 2018</a>	30
D <a href="#">↓</a>	<a href="#">Cass Bay Reserve Management Committee Minutes 1 February 2018</a>	32

### Draft Minutes of Meeting

**Minutes** of the ordinary meeting of the Lyttelton Reserves Management Committee held in the Lyttelton Board Room, 25 Canterbury Street, on Monday 11th of December 2017 commencing at 7.04 pm.

**1 Present:** Wendy Everingham (Chairperson), Niel Aitkin, Kirsty Brennan (late 7.50), Robin Dawson (late 7.30), Brian Downey (Secretary/Treasurer), Luke Hollister (late 7.10), Richard Hopkins, Gerard Timings, Geoff Knight, Daryl Warnock, Jed O'Donoghue (Community Board Liaison), Joan Blatchford (CCC Governance), John Everingham

**2 Apologies:**, Liz Briggs, Rewi Couch, John Garrett.

**2.1 RESOLVED** that the apologies be accepted.

**MOVED** Wendy Everingham **SECONDED** Luke Hollister **CARRIED**

### 3 Conflict of Interest Declaration

Wendy Everingham declared an interest in item 11

Brian Downey declared an interest in item 11

Jed O'Donoghue declared an interest in item 11

### 4 Confirmation of Minutes

4.1 **RESOLVED** that the draft minutes of 9th of October 2017, be confirmed as a true and correct record.

**MOVED** Daryl Warnock **SECONDED** Richard Hopkins **CARRIED**

**5 Matters arising from the minutes** – The question was asked if anyone had received any more information about the accident on the reserve. Daryl Warnock said he had tried to find out from the Fire Brigade but had no more information.

### 6 Correspondence

**6.1** Agenda – Banks Peninsula Community Board 11 December – Amy Hart

**6.2** Urumau Consultation Process Update – Liz Carter

**6.3** Have your say on the draft Whakaraupo/Lyttelton Harbour Catchment Management Plan – Yvette Couch-Lewis

**6.4** Ideas for Tree and Urban Forest Plan – Amy Hart

**6.5** Sumner Rd Blasting Notification – Monday 30 October - Michelle Roach

**6.6** Banks Peninsula Community Board Agenda 30 October – Tim Kibblewhite

**6.7** Sumner Rd Blasting Notification – Wednesday 18 October – Michelle Roach

**6.8 RESOLVED** that the correspondence be accepted

**MOVED** Daryl Warnock **SECONDED** Richard Hopkins **CARRIED**

### 7 Treasurer's Report

#### 7.1 Accounts

Balance as at November 30 2017 \$6957.43

Current Account \$618.36

Investment Account (maturing on May 25 2018). \$6339.07

**7.2 RESOLVED** that the financial accounts for the period ending November 30<sup>th</sup> be adopted.

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

**7.3 RESOLVED** that the term deposit be rolled over to the period ending 25 May 2018 be approved.

**MOVED** Brian Downey **SECONDED** Geoff Knight **CARRIED**

#### **8 Community Board Report – Joan Blatchford (CCC Governance)**

**8.1** Heathy Harbour – Whole of Catchment Management Plan. Only 9 submissions have been received. The submissions period has been extended.

**8.2** 619 submissions were received for the Urumau Reserve Development Plan

**8.3** Rewi Couch has been appointed a full committee member of the Lyttelton Reserve Management Committee as representative of Te Hapu o Ngati Wheke by the Community Board at their meeting earlier today.

**8.4** Joan detailed the process forward to conclude the Development Plan. On Monday January 29<sup>th</sup> at 5pm there will be a facilitated workshop for the Community Board and the Reserve Management Committee at the Lyttelton Board Room.

Members who have made written submissions to the Development Plan will not be able to participate in this meeting.

At this meeting the Parks Team will present their draft recommendations based on the feedback from the engagement team. The committee and board can ask questions and seek clarification. All the details at this point are confidential.

The Committee will be given access to all the submissions in full prior to Christmas with some of the analysis so they can be prepared for this meeting.

At the Committee meeting on Monday February 12<sup>th</sup> the Parks Team will present their final report and recommendations from the staff perspective to the Committee. The Current Chair and Secretary will need to stand down during this process. An interim Chair and Secretary will need to be elected.

On Monday March 5<sup>th</sup> or 12<sup>th</sup>, the Community Board will vote on the final Development Plan for Urumau Reserve. There will be a public hearings process as well on that day. Prior to this, all submitters will be contacted and invited to speak.

#### **9 Rangers Report - Nil**

**10 Health and Safety** – Paul Devlin had contacted the Chair and informed her that Council staff were prepared to train the main project leaders with a 4 hour Health and Safety course. Anyone on the Committee who would like to participate in the programme should get back in touch with her.

## 11 General Business

### 11.1 Planting Group - Wendy Everingham

See **Appendix 1**.

### 11.2 Weed Group – Geoff Knight

Geoff gave a brief summary of the work done in Urumau Reserve for the Year. See **Appendix 2**

### 11.3 Maintenance/Drainage Group – Brian Downey

Brian gave a brief summary about the maintenance and reported that the drainage bench track had been cut by Council contractors and that they had cut the track exactly to the specifications and had done a very good job.

### 11.4 Track Access Group - Daryl Warnock

See **Appendix 3** There was discussion regarding the grass-cutting of the informal diagonal track between the drainage bench track to the 4WD track. The Chair advised the Committee that the track had not yet been authorised or approved .

**12.5 RESOLVED** that staff be requested to have the diagonal track that links the drainage bench track to the 4WD track be weed-eated to the same specifications as drawn up for the Reserve Terrace to Foster Terrace section.

**MOVED** Daryl Warnock **SECONDED** Richard Hopkins

**CARRIED**

The new marker poles for the Head to Head Walkway were queried. Who had approved that? Jed O'Donoghue explained that the Council staff organised that as part of the signage project for this key project.

### 12.6 Pest Group - Kirsty Brennan

No further progress.

## 13 Other Business

**13.1 Whaka Raupo Reserve** – The Chair to ask Head Ranger what work is being done in this Reserve by the Rangers. Where are the gaps? The Committee needs a work plan for this area. It was noted that the Stan Helms track had been cut.

**13.2** A question was raised as whether there were any restrictions on weed eating in the reserve, now that the hot summer weather has arrived. The Chair would enquire.

**14 Next Meeting Dates**, Mondays, February 12th March 12th 2018.

**15 CLOSE:** There being no further business the meeting concluded at 8.14 pm

Chair

Date



### Appendix 1.

Planting Report October 9<sup>th</sup> to Dec 11<sup>th</sup>

Volunteers have worked every weekend and many weeknights until early November releasing and potting up. We have potted up a further 82 home grown plants to PB3's bringing the total of our own locally grown and propagated plants in the nursery to 212. We have 502 PB3 plants in stock for next year. More will be added to this total as more plants germinate and grow during the season. Currently Wendy, Helen, Dru, Meg and Dorothea are growing from seed.

The releasing programme was supported by the Fat Tony's Crew for one of the sessions. 10 volunteers helped with the releasing programme.

233.5 Timebank Hours recorded between October 9 and November 13<sup>th</sup>  
The excessive spring growth and the great strike rate of our seedlings created a massive work programme.

Wendy and Brian lead a walk in Urumau Reserve for the Festival of Walking on November 19<sup>th</sup>. We had 14 participants.

A further 66 volunteer hours have been recorded between November 14<sup>th</sup> and December 11<sup>th</sup>.

Much of this work has focused on the watering system for the reserve. Hose placements and volunteer training has been the main focus.

This year I am managing the watering programme. Together with Brian we have held three watering workshops and have 18 volunteers signed up to help.

Wendy Everingham.

Appendix 2.

Report on Weeding in Urumau 2017

Two, three, or four people met for two hours per month to work on weeding in the Urumau Reserve. Cancelled four times due to wet weather.

Continued focus on old-man's-beard, sycamore, and boneseed.

Regularly walked through new plantings to check clean.  
Took out boysenberry re-growth at Gilmour Terrace boundary.  
Worked below 4WD track, clearing mainly old-man's-beard including extensive mature specimens, often associated with meulenbeckia.  
Have removed many, mainly quite young boneseed. And many sycamore, also young but often 4 or 5 metres high.  
Have taken lesser amounts of briar rose, karo seedlings, holly, and gum saplings.

It has been heartening to see areas of good quality natural regeneration happening in Urumau. We hope to continue doing the same work the next year. We wish to grow the number of people who come along.

The next weed day will be the last Sunday in February

Geoff Knight and Helen Greenfield

### Appendix 3

## tracks and access report for meeting 11 December

10 hours work was done on mtb tracks in Urumau. Some more weedeating needs to be done here and there soon.

Was going to reinstall the signs in Urumau with concrete so they don't get pulled out again but have decided to wait until the development plan is announced in case there are any changes.

Noticed last week that there are "head to head" walkway signs in the reserve, including on the diagonal track across the grass. If it's part of the head to head walkway it could do with a trim as the grass is quite long. I'll ask the ranger if he can send a team up there and cut the grass to the standard specification.

I saw some citycare staff weedeating grass on Stan Helm track in Whakaraupo this morning but other than that I haven't heard of anything else track related there.

Lots more people using the Urumau MTB trails and we're getting really positive feedback. We're even getting people making and sharing short movies showcasing the trails on the internet. Came across this one today - someone has done a nice job of it: <https://vimeo.com/239429697>

See you next week.

Daryl

**ALLANDALE RESERVE MANAGEMENT COMMITTEE**

Minutes of meeting 20 December 2017 at 7.00 p.m.

Venue: Governors Bay Hotel

**MINUTES**

**PRESENT:** Stuart Bould (Chair), Graham Barrell, John McLister, Dayle Jones

**APOLOGIES:** Denis Aldridge, Trevor Biggs

**PREVIOUS MINUTES:** Meeting on 22 November 2017

**MATTERS ARISING:**

1. Sewage and storm water drainage is not resolved!
2. Hall was not ready for use at Official Opening – scheduled for 4 December.
3. Lease arrangement with Fulton Hogan still not resolved
4. Public toilet still a major problem.

**Meeting closed**

8.15 p.m.

**CORRESPONDENCE SINCE LAST MEETING**

24/11/2017 S Bould to Andrea Wild (Community Development Adviser – local Community Governance Team) email – Hall not signed off! Concerns about: completion, induction of Committee members, septic tanks, public toilet, pumps, septic tanks, water source, storm water, kitchen, relationship with CCC, etc.

29/11/2017 S Bould to Joan Blatchford (CCC Community Governance Manager, Lyttelton/Mt Herbert) and Andrea Wild (Community Development Adviser – local Community Governance Team) email – re 'productive discussions' about hand over.

29/11/2017 S Bould to Joan Blatchford (CCC Community Governance Manager, Lyttelton/Mt Herbert) and Andrea Wild (Community Development Adviser – local Community Governance Team) email – productive meeting that day with Stuart, Dayle, Trevor & Denis. Operation of Hall to be set in motion with Paul McKeefrey.

30/11/2017 Andrea Wild (Community Development Adviser – local Community Governance Team) to Committee. Opening ceremony postponed to next year. Induction (Paul McKeefrey to determine MoU with CCC. Septic tanks, potable water, tables & chairs, storm water, kitchen, and grounds.

6/12/2017 Joan Blatchford (CCC Community Governance Manager, Lyttelton/Mt Herbert) to S Bould. Report on lease of yard.

8/12/2017 S Bould to Andrea Wild and Committee. Concern about progress.

10/12/2017 S Bould to John McLister. Comments on lease report.

15/12/2017 Andrea Wild (Community Development Adviser – local Community Governance Team) to Committee. List of specific responses.

19/12/2017 S Bould to Joan Blatchford (CCC Community Governance Manager, Lyttelton/Mt Herbert) and Andrea Wild (Community Development Adviser – local Community Governance Team) email – digger driver sprayed with effluent!

Minutes of the Meeting of the Duvauchelle Reserves Management Committee  
Held at the Duvauchelle Community Centre, on Monday 15 January 2018, 5.30 pm

**Welcome:** Chairperson Fiona Barnes welcomed those present.

**Present:**

Committee members: Jacque McAndrew, Polly Hazeldine, Bruce Watts, Kaye Bramley, Ken Bramley, Ian Whenmouth,, Geoff Carter (arrived late)

CCC Representative : Colin Jacka

BPCB Representative:

**Apologies:** Janis Haley

**Motion:** That the apologies be accepted.  
Moved: Polly Seconded: Jacque Carried

**Minutes:** The December 2017 Minutes have been circulated to Committee members.

Ammendment: In the manager's report, "Paula" should actually read "Pamela".

**Motion:** That the Ammended Minutes be taken as read and be accepted as a true and correct record.  
Moved: Bruce Seconded: Jacque Carried

**Matters Arising:**

**Health & Safety:**

Nothing happening in the playground.

Oskar due 30 January to repair main water pipe.

New water meter! We now only get 18,000 litres per day. Got up to 32,000 for one day, 30,000 for a couple of days, and over allocation for 7 days.

**Financial Report:**

The wet weather did not affect income. Last year \$ 41,000, this year \$ 46,000.

Colin explained that some income will show up in the January summary.

**Motion:** That the December 2017 Financial Statements as presented be accepted and the expenditure approved.  
Moved: Polly Seconded: Bruce Carried

**Correspondence**

**Outward:** Hardwick – Full and final settlement.  
Thomas – acknowledgement of relinquishment.

**Inward:** Chris Quinn – waiting list update requested.  
(In future, Ian will reference the site number when a sale or purchase takes place.)

**Motion:** That the Inward correspondence be accepted and the Outward be approved  
Moved: Fiona Seconded: Bruce Carried

**Manager's Report:**

Xmas/New Year went very well with no dramas apart from the weather. Down in numbers for December, but up in income.

Had to make a refund for a deposit that went into the DRMC account.

Steve Blackwell is still on holiday, so no quote yet for the rest of the gas repairs.

Staffing: Pamela has declined the offer of employment as we could not agree on a suitable contract. Try again to fill this position by advertising locally only. Suzi has been emailed re: her availability. She will have a better idea of how she is placed by mid-February.

**CCC Representative:**

Nil to report.

Bruce asked if we could hold a book of tickets for the annual Boat Ramp fee?

**General Business:**

Site 78 – should the extended awning be left up when site holders are not in residence? It looks permanent and has been up for 6 weeks. Ian to write a letter explaining the current guidelines.

The caravan on site 63 is for sale. The fence on this site needs to be removed

Signatories: Jacque and Geoff signed Fiona on as a signatory, and signed Chris Muirhead off.

There was some discussion on pipe leaks, repairs and camera inspection. Ken to co-ordinate.

There being no other business, the meeting closed at 6.36 pm.

Minutes will be confirmed at the next meeting.

**Next meeting to be held in the Duvauchelle Community Centre at 5.30 pm Monday 19 February 2018.**

# Minutes of Meeting of the Cass Bay Reserves Management Committee (RMC)

Thursday 1<sup>st</sup> February 2018 7.30 pm, the Ward Room, Steadfast Community Hall, Cass Bay

## PRESENT:

Antony Shadbolt – CCC Landscape Architect/Ecologist  
Paul Rudman – Sea Cadets  
Peter Findlay – Sea Cadets  
Liz Hales - Committee Member  
Jenny Healey – Chair  
Brian Downey – Deputy Chair  
Helen Braithwaite – Secretary

## APOLOGIES:

Chris Nee - Committee Member  
Tracey Adams - Committee Member  
Bridie Gibbins – CCC Parks Advisor  
Bruce Baldwin – Committee Member  
Roger Larkins - Committee Member

Antony talked to the meeting about the **Tree and Urban Forest Plan** he is working on, he had recently talked about this to a Banks Peninsula Community Board workshop. The plan should provide guidance on tree issues and may be the basis for identifying Council tree planting sites. There was discussion on the best way forward and the best way to consult on the Peninsula. There was a wide ranging discussion on a variety of topics, including the sourcing of trees for planting and the issue with council contractors killing trees planted by community groups.

Action  
Points

## DECLARATION OF INTEREST

There were no declarations of interest.

## MINUTES OF PREVIOUS MEETING (7 December 2017)

It was proposed that: **The minutes from the 7 December 2017 meeting be agreed**; proposed Liz, seconded Brian, **CARRIED**.

## MATTERS ARISING FROM PREVIOUS MINUTES

- Pest Control. No scratch cards are available at present. Item to be included in next meeting agenda.
- Toilet. The Community Board have supported the toilet renewal in the 2020 budget. It was proposed that: **Jenny to make a submission to include our Accessibility Plan in conjunction with the toilet renewal and requesting that this be included in the Community Board submission to the Long Term Plan (LTP)**; proposed Helen, seconded Brian, **CARRIED**. We understand that the Community Board will meet on 12<sup>th</sup> March to consider their submission to the LTP. Jenny
- Budgets. It was proposed that: **Jenny to make a submission to the Community Board to include provision of improved access to the middle beach at Cass Bay in the LTP as an urgent Health and Safety issue**; proposed Jenny, seconded Brian, **CARRIED** Jenny
- Rec Services Performance. Bridie had intended to be at the meeting but was not able to attend because of the Cass Bay fire, she is happy to meet on Friday or Saturday; Jenny, Liz and Helen volunteered to meet with Bridie and Karen 11am Saturday 3 Feb at Liz's house to discussion Rec Services performance (including spraying at the playground). Helen reported back that Alice Shanks is still working on the issue of contractors killing plantings. Jenny, Liz & Helen

## WORKING BEES

Bridie has suggested that we have a working bee to assist with the tracks by cutting excess soil from the sides to fill ruts in the centre of the main tracks. There were concerns about the difficulty of the tasks for the numbers of volunteers who turn up to working bees. It was suggested that we go ahead, making a special effort to get volunteers (particularly those who have expressed interest in the past) and asking Nick Singleton to direct and supervise the work. It was suggested

Cass Bay Reserves Management Committee Thur 1<sup>st</sup> February 2018



Action  
Points

that gravel be used to increase traction in wet conditions.

The plan for the next three working bees are:

March – releasing at the playground – provisional date 4<sup>th</sup> March

May – track work

July – planting trees and tussock

#### ANY OTHER BUSINESS

- Watering. Jenny reported that this was mainly being done by a couple of volunteers.
- Pony Point. The track has been temporarily repaired for the summer holiday season, a more permanent repair or re-route will be carried out after summer.
- Resignation of Roger Larkins. Roger has resigned, as he is spending most of his time overseas. It was proposed that **We thanks Roger for his work on the RMC and accept his resignation**; proposed Jenny, seconded Helen, **CARRIED**. It is not planned to replace Roger at present.
- Weeds at edge of the playground. Liz has put in a request to council to clear weeds in the flax; she has been trying to keep them at bay with little success. Job # 92360110 refers.
- Volunteer Hours. Liz will be recording these for those who do not send hours in to the Timebank, so that all hours are recorded, **can everyone please get this information to Liz**.
- Steadfast mowing. Concerns were expressed on the Cass Bay facebook page, about fire risk at Steadfast. Peter said that the mowing should have been carried out by the Council contractors but, as this was not happening, the Sea Cadets had just purchased a mower and will be cutting the grass. Helen will put this information on the facebook page.

All

#### NEXT MEETING

The next meeting is scheduled for Thursday 5<sup>th</sup> April 2018 at 7.30pm in the Ward Room, Steadfast.

Meeting closed at 10.05 pm.



## 9. Okains Bay Water Supply Options

Reference: 17/1496969

Contact: Mike Bourke

Mike.bourke@ccc.govt.nz

9418364

### 1. Purpose and Origin of Report

#### Purpose of Report

- 1.1 The purpose of this report is to recommend that the Banks Peninsula Community Board makes a submission to Council on its Long Term Plan with its preferred option of what should be done about the private Okains Bay water supply scheme.

#### Origin of Report

- 1.2 This report is being provided to fulfil the Banks Peninsula Community Board resolution BKCB/2016/00034 Part B, 1:

Request Council staff to investigate and obtain costs of a feasibility study to determine how potable water can be secured and report back to the Community Board by 28 February 2017.

### 2. Significance

- 2.1 The decision in this report is of medium significance in relation to the Christchurch City Council's Significance and Engagement Policy.
  - 2.1.1 The level of significance was determined following an assessment of the criteria in the Significance and Engagement Policy.
  - 2.1.2 The community engagement and consultation outlined in this report reflect the assessment.

### 3. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the Okains Bay Water Supply Options report.
2. Make a submission on the draft Long Term Plan that the Council builds a new water supply scheme for Okains Bay so that it meets the Drinking Water Standards for New Zealand
3. Notes that the Council as operator of the camp ground has been treated as exempt from having to provide a potable water supply, under the Camping-Grounds Regulations 1985, and it is expected that such an exemption can be granted until such time as a potable supply is provided.

### 4. Key Points

- 4.1 This report supports the [Council's Long Term Plan \(2015 - 2025\)](#):
  - 4.1.1 Activity: Water Supply (combining water conservation)
    - Level of Service: 12.0.2 Ensure potable water is supplied in accordance with the Drinking Water Standards for New Zealand (microbiology)
- 4.2 The following feasible options have been considered:
  - Option 1 – The Council builds a new water supply scheme in Okains Bay which will meet the Drinking Water Standards for New Zealand (preferred option)

- Option 2 – Continue with the status quo of a private community water supply scheme for Okains Bay, noting that there can be an exemption under the Camping-Grounds Regulations of having to provide a potable supply to the camp ground.

4.3 Option Summary - Advantages and Disadvantages (Preferred Option)

4.3.1 The advantages of this option include:

- Provides the community and camp ground with a potable supply that will meet the Drinking Water Standards for New Zealand
- Robust operation suitable for a remote site
- Manages demand through restricted supply
- Low cost operation minimal consumables
- Removes reputation risk to City Council with respect to the operation of the Okains Bay Camp Ground

4.3.2 The disadvantages of this option include:

- High cost (\$2.6 million) which is not included in the Council's draft Long Term Plan
- Could set a precedent for other private water supplies to be taken over or upgraded by the Council

## 5. Context/Background

### Current Non-Potable Supply

- 5.1 The Okains Bay water supply is a totally untreated, privately owned and operated, farm stream-sourced water supply. This supply is understood to provide water for 40 dwellings, a school, the Okains Bay Museum, a number of on farm uses (stock troughs) and to the Council operated Okains Bay campground and camp ground manager's house. Given the number of people that this supply provides for, it is required under the Health Act (2008) to meet the Drinking Water Standards for New Zealand (DWSNZ).
- 5.2 The water supply is administered solely by the Okains Bay Water Committee which charges participants a small annual fee. The Council owned camp ground manager's house is also charged the same annual fee. The camp ground manager's house has a small "point of supply" treatment system. The camp ground is not charged a fee but uses a large amount of water during the peak summer camping period.
- 5.3 There are two current takes on branches of the Opara Stream but flow in these branches is very low in summer. The consent to take water from the stream has lapsed and has not been renewed.
- 5.4 The Okains Bay Water Committee is under pressure from the Drinking Water Assessor to upgrade the water supply so that it meets the Drinking Water Standards for New Zealand. However, the community of Okains Bay do not have the resources to upgrade the supply to the required standard.
- 5.5 The camp ground is a major user of the supply in the summer period. The camp ground land is owned by Ngāi Tahu and has deemed "reserve status" under the Ngai Tahu Claims Settlement Act 1998. The Council operates the camp ground which caters for up to 500 campers per day plus day visitors.
- 5.6 Under the Camping-Grounds Regulations (1985) (Part 2) the operator of the camp ground is required to ensure that there is an adequate supply of wholesome and potable water provided

to the satisfaction of the local authority. Under Section 14 the local authority can grant an exemption from such requirements as it specifies.

- 5.7 The Okains Bay camp ground has effectively been operating under an exemption to provide a potable water supply for decades. The camp ground originally operated under the Lands and Survey Department, then under the Department of Conservation, then Akaroa County Council, then Banks Peninsula District Council and finally under Christchurch City Council since 2006. The Okains Bay Camp Ground is registered with this Council with a requirement that “boil water” notices are appropriately displayed.
- 5.8 The risk of water borne illness to this community, and to the large numbers of campers (up to 500/day) in the campground over summer, is high, as the water is untreated and sourced from open pastoral land (mainly cattle and sheep grazing). The camp ground does display boil water notices. In wet weather the turbidity (from suspended sediment) of the source streams means water is unusable during wet weather and for some days afterwards until the stream begins to run clear.
- 5.9 This aspect is also a challenge for any water treatment process where the sources are stream fed anywhere on the Port Hills. Existing treatment plants either use groundwater as an alternative source when stream water is too turbid or are shut down or rely on stored water during these periods.

#### **Options considered**

- 5.10 Various types of treatment systems for stream sourced supplies have been investigated. Based on experience with other water treatment plants on Banks Peninsula that treat surface water, a membrane filtration system is considered the most appropriate solution to reliably treat the water and consistently comply with the drinking water standards.
- 5.11 Using groundwater as a water source was also considered but there is no certainty of finding sufficient water and there is no certainty that treatment would not be required anyway. Therefore, this has not been considered further.
- 5.12 The other option considered in this report is the status quo, where the Okains Bay Water Committee continues to manage the water supply scheme.

### **6. Option 1 – The Council builds a new Okains Bay water supply scheme which will meet the Drinking Water Standards for New Zealand (preferred)**

#### **Option Description**

- 6.1 For this option, the Council would build a new water supply scheme for Okains Bay which will meet the Drinking Water Standards for New Zealand. This would include a new raw water intake in a more appropriate location on the stream, a new membrane filtration water treatment plant and a new treated water distribution pipeline.
- 6.2 The raw water would likely be taken from the main stream in the valley (Opara Stream) at an elevation of 50 metres above mean sea level, beside the Okains Bay Road. This location is better than the existing intake locations, as the flow is higher year round. Based on a downstream Environment Canterbury flow monitoring site (10 years of data), the average stream flow is estimated to be 40 litres per second (L/s) and the minimum flow is estimated to be 28 L/s. A peak flow of around 2 L/s would be required for the water supply scheme. It is likely that this level of take would leave sufficient water in the stream during low flows to not have a negative effect on aquatic life. A new water take consent would be required for this option.
- 6.3 A membrane filtration treatment plant with UV disinfection is considered to be the most appropriate treatment method for treating stream water to a standard that consistently complies with the drinking water standards, based on experience elsewhere on Banks Peninsula. During wet weather, the stream becomes turbid due to sediment run off from the surrounding

catchment. Membrane filtration provides a physical barrier which removes the sediment, bacteria, protozoa and other suspended contaminants, and this type of treatment system can cope with the highly variable turbidity of the stream. Ultra violet (UV) light disinfection then inactivates any remaining pathogens (i.e. viruses and any remaining bacteria). The process is similar to that at the new Akaroa water treatment plant.

- 6.4 Chlorination is strongly recommended as an additional barrier to provide multi barrier protection and a residual disinfectant in the network to treat any contamination that may occur in the network.
- 6.5 Storage of both raw and treated water would be required. It is anticipated that this would be two 35,000 L tanks for raw water and two 35,000 L tanks for treated water.
- 6.6 The land owner has indicated a willingness to accommodate the intake and treatment plant with appropriate easements or land purchase.
- 6.7 The treatment plant would be designed and delivered as a containerised system that simply plugs in to the necessary pipework.
- 6.8 New pipework would be required to convey treated water from the treatment plant down the valley to the community and camp ground. It is recommended that the existing pipeline should not be used for the potable supply due to the likely contamination in the line (sediment deposits) and the unknown rural connections that do not have back flow prevention (required to prevent accidental contamination of the water supply). The existing untreated water pipeline would remain as a source for the rural farm supplies.
- 6.9 All household property potable supply connections on to the new line would be installed as “restricted supply” connections where the property receives up to 1000 litres per day. Restricted connections are used elsewhere on the Banks Peninsula and in rural areas to manage demand at all times, particularly when stream flows are low in summer months. Each property would be charged for their restricted supply as part of their rates. A restricted supply includes the requirement on the property owner to have a minimum of 2000 litres of storage.
- 6.10 Consideration would need to be given as to whether households would be required to connect to the water supply scheme and the cost of doing so. This would be done at the next stage of the project if the Council agrees to this option.
- 6.11 The rough order cost estimate for this option is \$2,600,000 including the treatment plant, consents, design, land purchase, construction, monitoring and 30% contingency. The cost estimate is accurate to  $\pm 30\%$ .

### Significance

- 6.12 The level of significance of this option is medium consistent with section 2 of this report.
- 6.13 Engagement requirements for this level of significance are to engage with the community about their views.

### Impact on Mana Whenua

- 6.14 This option does involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does specifically impact Ngāi Tahu, their culture and traditions. The land on which the Okains Bay camp ground is located is owned by Ngāi Tahu. In addition, water is a taonga for Ngāi Tahu.

### Community Views and Preferences

- 6.15 The Okains Bay community are specifically affected by this option due to their long standing wish to have a potable water supply available. Their views are that the provision of a potable supply for the community is necessary given the wider uses of the water supply (i.e. camp

ground operated by the Council). At peak times the campground would use approximately 70% of the water produced.

- 6.16 Two consultation meetings have been held with the local community (16 December 2017 and 8 February 2018). These have been very useful in determining a viable solution to provide a potable water supply for the community and the camp ground. It is clear from these meetings that there is very strong community support for a potable supply for both the community, the school and the camp ground.

### **Alignment with Council Plans and Policies**

- 6.17 This option is consistent with Council's Plans and Policies, although it is unusual for Council to take over or upgrade private water supplies in rural zones or to provide potable supply to residential properties in a rural zone.

### **Financial Implications**

- 6.18 Cost of Implementation - \$2,600,000 (not included in the Long Term Plan)
- 6.19 Maintenance / Ongoing Costs - \$20,000/year (not included in the Long Term Plan)
- 6.20 Funding source – this would need to be added to the Long Term Plan. One funding option would be a targeted rate, although as the major impact on plant capacity will be from the camp ground operation which would fall to the Council. If a targeted rate option was to be pursued consultation with the community would be required.
- 6.21 A further funding option could be for the Council to provide a grant to the community to build, own and operate a scheme.

### **Legal Implications**

- 6.22 The legal implication relevant to this option include the need for easements or land purchase, as mentioned above. In building a new water supply, the Council will be required to fully meet the Drinking Water Standards for New Zealand and to maintain the supply under s130 of the Local Government Act. At present those obligations fall on the community.

### **Risks and Mitigations**

- 6.23 There is a risk that there may not be sufficient water at the proposed intake location and that the water take would need to cease during low flows to avoid negative stream depletion effects.
- 6.23.1 Residual risk rating: After applying the below treatments, the risk of insufficient flow is low.
- 6.23.2 Planned treatment: Additional flow monitoring is proposed if this option is selected.
- 6.24 There is a risk that the water quality in the stream is currently unknown, which could impact on the treatment process.
- 6.24.1 Residual risk rating: After applying the below treatments, the risk of unknown water quality is low.
- 6.24.2 Planned treatment: Comprehensive water quality monitoring is proposed if this option is selected.
- 6.25 There is a risk that this will be seen as a precedent for the Council to support other private water supplies.
- 6.25.1 Residual risk rating: After applying the below treatment the risk is low.
- 6.25.2 Planned treatment: Being clear that the Council provision of a potable supply is primarily to provide for a Council operated camp ground.

- 6.26 There is a risk that there will be difficulty obtaining a suitable piece of land on which to site the treatment plant.
- 6.26.1 Residual risk rating: After applying the below treatment the risk is low.
- 6.26.2 Planned treatment: Early negotiation with the land owner if this option is selected.  
Discussion with the land owner so far has shown there is a willingness to support a treated supply even though the land owner may not directly benefit from a potable supply
- 6.27 There is a risk that the cost estimates are inaccurate, resulting in insufficient budget being provided.
- 6.27.1 Residual risk rating: After applying the below treatments, the risk of cost uncertainty is low.
- 6.27.2 Planned treatment: A preliminary design report with a robust cost estimate is proposed if this option is selected.
- 6.28 There is a risk that resource consents for the water supply scheme may be difficult to obtain, impacting on the time and cost of the project.
- 6.28.1 Residual risk rating: After applying the below treatments, the risk of resource consent is low.
- 6.28.2 Planned treatment: Robust assessment of environmental effects, including on stream depletion effects, and early engagement with ECan.

### Implementation

- 6.29 Implementation dependencies – dependent on funding being included in the Long Term Plan
- 6.30 Implementation timeframe – dependent on the timing of any funding in the Long Term Plan

### Option Summary - Advantages and Disadvantages

- 6.31 The advantages of this option include:
- Provides the community and camp ground with a potable supply that will meet the Drinking Water Standards for New Zealand
  - Robust treatment process suitable for a remote site
  - Manages demand through restricted supply
  - Relatively low cost operation
  - Removes reputational risk to the Council with respect to the operation of the Okains Bay Camp Ground
- 6.32 The disadvantages of this option include:
- Capital cost of \$2,600,000 and annual operating costs of \$20,000 which are not included in the current or draft Long Term Plan
  - Could set a precedent for other private water supplies to be taken over or upgraded by the Council

## 7. Option 2 – Continue with the status quo of a private community water supply scheme for Okains Bay noting that there can be an exemption under the



## **Camping-Grounds Regulations of having to provide a potable supply to the camp ground**

### **Option Description**

- 7.1 This option would leave the Okains Bay water supply scheme as a private water supply scheme, owned and operated by the Okains Bay Water Committee. An exemption under the Camping-Grounds Regulations of having to provide a potable supply to the Okains Bay camp ground would need to continue to be granted.
- 7.2 The committee which operates the Okains Bay water supply scheme is under pressure from the Drinking Water Assessor to upgrade the scheme so that it meets the Drinking Water Standards for New Zealand. However, the community is unlikely to be able to afford the cost of the upgrade.

### **Significance**

- 7.3 The level of significance of this option is medium consistent with section 2 of this report.
- 7.4 Engagement requirements for this level of significance are to engage with the community about their views.

### **Impact on Mana Whenua**

- 7.5 This option does involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does specifically impact Ngāi Tahu, their culture and traditions. The reserve on which the Okains Bay camp ground is located is owned by Ngāi Tahu. In addition, water is a taonga for Ngāi Tahu.

### **Community Views and Preferences**

- 7.6 The community views and preferences are set out in paragraphs 6.15 and 6.16.

### **Alignment with Council Plans and Policies**

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

### **Financial Implications**

- 7.8 Cost of Implementation - Nil
- 7.9 Maintenance / Ongoing Costs - Nil
- 7.10 Funding source – not applicable

### **Legal Implications**

- 7.11 There is a legal context, issue or implication relevant to this decision. Advice has been sought from the Council's Legal Services team to determine the legality in respect of not providing a potable water supply for the campground. The summary of that opinion is as follows.
- 7.12 The Council officers who have the delegation under the Camping-Grounds Regulations 1985 could grant a certificate of exemption under regulation 14(3) of the Regulations to the Okains Bay Reserve Management Committee, exempting the campground from having to provide a potable water supply, as a remote campsite.
- 7.13 The exemption can be granted under regulation 14(3) rather than regulation 14(1) because, despite the reserve status of Okains Bay having been revoked (see section 127(3) Ngai Tahu Claims Settlement Act 1998), the Council is required to control and manage Okains Bay under section 38(1) of the Reserves Act 1977 as if it were a recreation reserve.
- 7.14 These provisions would justify the Okains Bay camping ground being treated as a camping ground in a 'public reserve', within the definition of 'remote camp site' in regulation 2 of the Camping-Grounds Regulations. As a 'remote camp site' the Council can grant the campground operator an exemption from any requirements of the regulations and does not first have to be

satisfied that undue hardship would be caused to the operator from having to comply (which is the position if the exemption had to be considered under regulation 14(1)).

- 7.15 The protection of public health still needs to be considered when granting a certificate of exemption, but the requirement for boil water notices to be provided as a condition of the exemption is likely to be sufficient for the purposes of the Camping-Grounds Regulations. (In this respect, compliance (or not) with the Drinking Water Standards for New Zealand is not the relevant consideration under the Regulations.)
- 7.16 As operator of the camp ground the Council has been treated as exempt from having to provide a potable water supply, under the Camping-Grounds Regulations 1985, and it is expected an exemption can be granted, with appropriate conditions (by the relevant staff with delegation from the Council) until such time as a potable supply is provided.
- 7.17 This report has been reviewed and approved by the Legal Services team.

### Risks and Mitigations

- 7.18 There is a risk that without a potable water supply there could be an outbreak of gastrointestinal illness which would be widespread among the community and campers if the boil water notice was not adhered to. This could result in hundreds of people becoming ill. It may also damage the Council's reputation, even though in this case the Council (as operator of the camp ground) is not obliged to provide a potable supply if there is an exemption in place.
- 7.18.1 Residual risk rating: By providing a potable supply the risk of waterborne illness is very low.
- 7.18.2 The only available mitigation of this risk is to provide a potable supply.
- 7.18.3 If a potable supply is not to be provided the Council can rely (legally) on reconfirmation of the requirement for boiled water notices to be displayed, but the risk remains that people do not stringently follow the boiled water notice
- 7.19 There is a risk that the interpretation of the Camping-Grounds Regulations could be challenged with respect to reasons for providing an exemption (remoteness and hardship) as these terms are not defined in the regulations.
- 7.19.1 Residual risk rating: low.
- 7.19.2 Planned Treatment: Nil.

### Implementation

- 7.20 Implementation dependencies - Nil
- 7.21 Implementation timeframe – Not applicable

### Option Summary - Advantages and Disadvantages

- 7.22 The advantages of this option include:
- No cost to the Council
  - No precedent set for Council taking over and upgrading of private water supplies.
- 7.23 The disadvantages of this option include:
- Continued health risk to this community, school and to camp ground visitors
  - Reputation risk to Council with respect to the operation of the Okains Bay Camp Ground should people become ill due to contaminated water being consumed.

## 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

<b>Author</b>	Mike Bourke - Senior Technician Water and Waste Planning
<b>Approved By</b>	David Adamson - General Manager City Services John Mackie - Head of Three Waters and Waste John Moore - Manager Planning and Delivery Bridget O'Brien - Team Leader Asset Planning

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## 10. Elected Members' Information Exchange

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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.

**Item 10**