

## **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 12 March 2018  
**Time:** 10am  
**Venue:** Lyttelton Community Boardroom,  
25 Canterbury Street, Lyttelton

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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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**7 March 2018**

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

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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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26 February 2018

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

**Mihi/Karakia Timatanga:** Peter Ramsden – Te Rūnanga O Koukourārata

The agenda was dealt with in the following order.

**1. Apologies**

**Part C**

An apology was accepted from John McLister for late arrival.

**2. Declarations of Interest**

**Part B**

Janis Haley declared an interest in Item 7 (1) and took no part in the discussion thereon.

**3. Confirmation of Previous Minutes**

**Part C**

**Community Board Resolved BKCB/2018/00001**

**Community Board Decision**

That the minutes of the Banks Peninsula Community Board meeting held on Monday, 12 February 2018 be confirmed.

Tori Peden/Janis Haley

Carried

**4. Public Forum**

**Part B**

The following Public Forum presentations were received.

**4.1 Suky Thompson - L'Aube Hill track**

Suky Thompson addressed the Board, and provided a PowerPoint presentation with pictures, regarding the recent closure of the L'Aube Hill track.

The Board **agreed** to pass the following questions, raised during the presentation, to staff and request information on what process is involved for the closure of a track and subsequent advice to the public and the Board that it has been closed:

- What consideration was given to usage of the track?
- Was the (Rod Donald) Trust or Visitor Centre informed that the track was closed?
- Why was the track closed rather than repaired?
- Why was it necessary to erect barriers of the size used?

- Who is responsible for decisions about the track?
- How much did the barriers cost, compared to the cost of repairing the track?
- Will the track re-open, and if so when?

John McLister arrived to the meeting at 10:15 am.

#### 4.2 Comte de Paris Group - Linda Sunderland

Linda Sunderland spoke to the Board, and provided a PowerPoint presentation with pictures, regarding improvements that the Comte de Paris Group wished to carry out in the Catholic and Dissenters Cemeteries in Akaroa.

The Board **agreed** to pass all of the presented material to staff and asked staff to provide an update to the next Board meeting regarding the following:

- What agreements have been made with the Comte de Paris Group?
- What is the current situation surrounding plans for the cemeteries?
- Any way the Board could assist to progress this matter?
- What funds are currently provided through the Annual Plan for the cemeteries?

#### 4.3 Okains Bay Reserve Management Committee

Peter Thelning, Richard Boleyn, and Ricki Lewis from the Okains Bay Reserve Management Committee (RMC) spoke to the Board about a proposal for a new hall in Okains Bay, using funds raised from the Okains Bay Camping Ground. Concept plans for the hall were presented.

Based on the information presented, the Board **requested** that the RMC provide a detailed cost for the project and how it was intended to fund that, so it could be included in the Boards Long Term Plan discussions if appropriate.

The Board **requested** a briefing from staff regarding the income from the Okains Bay Camping Ground and why there was a reported operational loss.

The Board **requested that** staff provide guidance to the Okains Bay RMC regarding how to seek external funding, possibly using the Bridling's Flat Community Centre as an example.

#### 4.4 Akaroa Fishermen's Association - John Wright

John Wright addressed the Board on behalf of the Fishermen's Association regarding unlicensed structures on the Akaroa Wharf. He expressed the Associations frustration that it had not received any information regarding removal of the structures, and that the structures still remained in place.

The Board noted its disappointment that this issue still remained unresolved several months after action had been requested.

The Board **requested** that this matter be brought to the attention of the Chief Executive, and a report requested on what action had been taken to remove the unlicensed structures from the Akaroa Wharf.

It was suggested to the Fishermen's Association that it could write to the Chief Executive if it was dissatisfied at progress on this issue.

#### **4.5 Victoria Andrews**

Victoria Andrews addressed the Board on the unlicensed structures on the Akaroa Wharf and asked why they had not been removed. (Refer Item 4.4)

Victoria Andrews also addressed the Board on her concerns about freedom camping in Akaroa. She presented a PowerPoint with numerous photos of freedom camping activities, for Board members information.

#### **4.6 Liz Mars - (Howard Wilson)**

Liz Mars spoke on behalf of Dr Howard Wilson who provided a written statement on freedom camping in Akaroa, in which he highlighted his concerns about threats to public health from some of the side effects of freedom camping – e.g. defecating and urinating in public places.

#### **4.7 Geoff Maxwell**

Geoff Maxwell spoke to the Board about freedom camping issues in Akaroa, including the effects he had observed on residential areas where freedom camping was currently allowed, and the overall impact that freedom camping was having on the public amenity values of the town.

#### **4.8 Akaroa District Promotions – Darin Rainbird**

Darin Rainbird spoke to the Board on behalf of Akaroa District Promotions (ADP) about freedom camping in Akaroa. He acknowledged that there were concerns about the current freedom camping activities in the town and that ADP wanted freedom camping controlled, but with minimal impact on local businesses, which needed the tourism trade.

#### **4.9 Anita Osborne – New Zealand Police, Akaroa**

Anita Osborne, Senior Constable, from the Akaroa was invited to speak to the Board about any impacts she had observed from freedom camping activities. She favoured a review of where freedom campers were allowed to park in the town and noted she had never observed a fake self-contained sticker.

### **Suspension of Standing Orders**

**Community Board Resolved BKCB/2018/00002**

**Part B**

That the Banks Peninsula Community Board suspends Standing Order 11 to enable discussion to take place on the freedom camping issues raised in the public forum.

Andrew Turner/Felix Dawson

Carried

### **Akaroa Freedom Camping Issues Discussion**

The Community Board had a discussion regarding freedom camping issues in Akaroa. The Board posed questions to staff regarding freedom camping, including compliance with the *Certified Self Contained* criteria, appropriate signage, the time needed for a bylaw amendment, use of temporary prohibited area bans and engagement with the business and residential communities. The Board also discussed enforcement and the possible need for additional funding to allow 7 day a week enforcement.

### **Reinstatement of Standing Orders**

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

##### **Part B**

That the Banks Peninsula Community Board reinstate Standing Order 11.

Janis Haley/Jed O'Donoghue

Carried

## **5. Deputations by Appointment**

##### **Part B**

There were no deputations by appointment.

## **6. Presentation of Petitions**

##### **Part B**

There was no presentation of petitions.

## **7. Correspondence**

### **Staff Recommendations**

That the Banks Peninsula Community Board:

1. Receive the information in the correspondence report dated 26 February 2018.

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

##### **Part B**

That the Banks Peninsula Community Board:

1. Receive the information in the correspondence report dated 26 February 2018.
2. Consider the issues raised by Marie Haley when considering other freedom camping related issues.
3. Request that staff forward the correspondence from Sara Bellamy to the Le Bons Bay Reserve Management Committee for comment.

Andrew Turner/Felix Dawson

Carried

## 8. Reserve Management Committee

### 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 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

Andrew Turner/John McLister

Carried

#### 8.1 Allandale Reserve Management Committee Minutes

Based on the information presented in the Allandale Reserve Management Committee Minutes, the Board **requested** that staff provide an update regarding the delayed compliance approvals for the Allandale Community Hall.

## 9. Okains Bay Water Supply Options

### Board Comment

The Board commented that the staff recommendation may be interpreted as stating that the potable water exemption for the Okains Bay Camping Ground would continue in perpetuity, but it was clarified that the current exemption is only in place until 30 June 2019.

### 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.

### Community Board Resolved BKCB/2018/00006

#### Part C

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. It is noted that whilst an exemption is currently in place until 30 June 2019, there is no expectation that a further exemption will be granted.

Janis Haley/Tori Peden

Carried

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

### **Part B**

The following information was exchanged by elected members.

### **10.1 Akaroa Freedom Camping**

Elected members continued their discussion regarding Akaroa Freedom Camping issues, including discussion on freedom camping issues in other parts of Banks Peninsula.

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

#### **Part B**

That the Banks Peninsula Community Board:

1. Request that the following information be presented at the Banks Peninsula Community Board meeting on 12 March 2018:
  - a. A timeline for making an amendment to the Freedom Camping Bylaw to address the issues that have arisen in Akaroa, with a view to bringing in any changes by 1 December 2018 and, information on the process for introducing temporary prohibited areas in the interim, if the bylaw cannot be amended in that time.
  - b. Information on what is required to allow effective 7 day a week enforcement of freedom camping in Akaroa, including additional funding if required through the Long Term Plan.
  - c. Information from staff on the compliance with the *Certified Self Contained* criteria from the Freedom Camping Bylaw.
  - d. Information from staff on signage and public information regarding Freedom Camping restrictions.
  - e. Information on how freedom campers use of parking spaces, in particular at Stoddart Point in Diamond Harbour, could be regulated.

Andrew Turner/Jed O'Donoghue

Carried

### **10.2 Commercial Signage in Akaroa**

#### **Part B**

The Board **requested** that staff provide an update on when enforcement action will be taken in regard to non-compliant signage in Akaroa, particularly on the main street.

### **10.3 Management Plan for Tourism in Akaroa**

#### **Part B**

It was noted that there are multiple issues with tourism in Akaroa including freedom camping, cruise ship visits and the lack of appropriate infrastructure and facilities.

The Board **requested** that staff prioritise the actions in the Banks Peninsula Community Board Plan relating to the development of a Banks Peninsula Visitor Plan.

**Karakia Whakamutunga:** John McLister

**Meeting concluded at 12:17pm.**

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

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

## 7. Correspondence

Reference: 18/181089

Presenter(s): Liz Carter, Community Board Advisor

### 1. Purpose of Report

Correspondence has been received from:

Name	Subject
Victoria Andrews	Comment on Council Subsidised Freedom Camping and the correct interpretation of the Freedom Camping Bylaw

### 2. Staff Recommendations

That the Banks Peninsula Community Board:

1. [Receive the information in the correspondence report dated 12 March 2018](#)

### Attachments

No.	Title	Page
A <a href="#">↓</a>	Victoria Andrews - Council Subsidised Freedom Camping and the Correct Interpretation of the Bylaw	14

February 28, 2018

Banks Peninsula Community Board  
c/o Akaroa Service Centre  
Rue Lavaud, Akaroa

PO Box 102  
Akaroa 7542

Dear Community Board Representatives

**Re: Council Subsidised Freedom Camping and the Correct Interpretation of the Bylaw**

The public forum on February 26 included submissions about freedom camping. The Akaroa District Promotions (ADP) submitter largely supported other submissions and agreed that freedom camping needs to be controlled within the town. ADP suggested the Council needs to provide an area of land where freedom campers can stay, shower, use toilets and sinks. It was stated that most freedom campers would be willing to pay up to \$10 to use a designated area with facilities.

As a resident of Christchurch City Council my rates have increased annually. I would support a targeted rate increase to fund the construction of the Akaroa Community Health Hub because it is an essential service that is critical to the well being of the community.

I would not support designating an area of Council owned land or open public space for the exclusive use of 'freedom campers' at a highly discounted rate. The proposed \$10 a night charge would not cover the cost of constructing a new facility or on going operating expenses which would be assumed by ratepayers. If ADP wishes to acquire land and provide facilities to host freedom campers they are welcome to do so at their own expense. It is not the responsibility of ratepayers to provide discounted services specifically for freedom campers. If the Council agreed to fund and operate such a facility at a subsidised rate of \$10 it would undercut and be in direct competition with the nine holiday parks and campsites operating within the immediate area.

With regard to Ruth Littlewood's comments on behalf of the Council it is clear the existing bylaw is not being interpreted correctly nor is it being implemented in an appropriate manner. The Bylaw states **Certified self-contained vehicle:** *means a vehicle designed and built for the purpose of camping which has the capability of meeting the ablutionary and sanitary needs of occupants of that vehicle for a minimum of three days without requiring any external services or discharging any waste and complies with New Zealand Standard 5465:2001, as evidenced by the display of a current self-containment warrant issued under New Zealand Standard Self Containment of Motor Caravans and Caravans, NZS 5465:2001.* Inspection can take place outside the vehicle or by simply opening the doors. There is no need to enter a vehicle contrary to what was stated at the meeting. It was also said that many of the blue self contained stickers have been issued to vehicles which do not meet the criteria which makes the sticker invalid. This point applies to privately owned cars and vans which cause most of the problems.

As Councillor and Deputy Mayor Andrew Turner made clear, the intention was the Bylaw was to be enforced seven days a week. Instead it is enforced five days a week. The Bylaw has only been monitored for two non peak weekends to date. This was never the intention. To avoid a spill over effect I suggest that all of Banks Peninsula be considered in the context of the 2015 Freedom Camping Bylaw review. The line can always be drawn back to Akaroa if necessary but including the entire Peninsula would provide a degree of leeway in terms of consultation should it be necessary to make alterations.

Kind regards,



Victoria Andrews

1

## 8. Reserve Management Committee

Reference: 18/181169

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.

Stanley Park Reserve Management Committee Minutes - 8 February 2018
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### 2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committee meetings:
  - [Stanley Park Reserve Management Committee Minutes - 8 February 2018](#)

### Attachments

No.	Title	Page
A <a href="#">↓</a>	<a href="#">Stanley Park Reserve Management Committee Minutes - 8 February 2018</a>	16

Minutes of Meeting of Stanley Park Reserve Management Committee  
held on 8<sup>th</sup> February 2018 at the Akaroa Yacht Club at 0900

Present: Rod Naish (Chairman), Peter and Elizabeth Haylock, Kit Grigg, Amanda Black (CCC Park Ranger), Janis Haley (Community Board Member)

Apologies: Grant Ryan, Steve Gray (CCC Parks Project Manager)

Minutes of Meeting 2<sup>nd</sup> November were taken as read and approved

Matters arising: Proposed resting benches – Kit to confirm with Alan Hemsley the option to procure H5 offcut rounds to use as supports. Rod to source and purchase suitable macrocarpa sleepers for benches. Four sites were considered appropriate being

- 1 Above the weather station
- 2 In from Watson street
- 3 Near access track where scrub cleared
- 4 Vicinity of Copper Beech

When installed, preferably by the end of March, invite local media to photograph.

Water tank - Rod reported on a meeting of neighbours where a compromise was reached as to the tank's new position. It is to be shifted back up to where the tree has been removed close to the top boundary of the park.

Pasture management – Mowing had been carried out by contract using a remote-controlled mower which proved efficient and effective, with stock grazing now keeping grass growth under control.

Removal of green waste, left after fence clearing, was carried out by council staff but not very effectively. Elizabeth ensured the job was completed to satisfaction.

Reports: Amanda summarised her efforts to -

- have the green waste in 'Bercusson' area removed - *actioned*
- have the residual trees and grass left after refencing above the French Village tidied or removed as seen as a fire risk – *under action*
- check the CCC involvement in pest control on Park – *rabbit virus to be released, stoat traps set on neighbouring Misty Peaks*
- check with Steve Gray if funding available for bench seating – *to be confirmed*
- arrange for cutting grass up the access track from Beach Road – *to action*
- clear the Watson Street access steps of weeds – *to action*

Steve Gray sent the following report with his apologies -

- 1 Design work on the entrance steps by the fire station. This is programmed to start in March with landscape designer Jenny Moore

- 2 I contacted Keystone Ecology last year about undertaking further weed control work. At the time he was overseas and not back until December. It is the intention to get work underway this month.
- 3 Planting of the north bank would be undertaken in May / June once we get into the planting season. This is one item I planned to discuss at the meeting and whether the committee / community is interested in being part of the planting or put it out to contract. I will also be contacting the RMC around plant selection etc. over the next month or so.
- 4 The steep lower section of the track below the fire station lookout. I'm looking at getting this changed to steps as per the RMC minutes 2<sup>nd</sup> November 2017.

Gough boundary – it has been noted that the lower boundary of the Gough property will cut off the northern end of the walking track above Beach Road, from which steps lead to Stanley Park. While this track is not in the Park, it is an important access way leading to it. Before discussing the issue with the Goughs, a letter from the Community Board or Council supporting our view would be helpful. Janis to seek such support.

Correspondence: A letter was received from Robyn Grigg tendering her resignation from the Stanley Park Reserve Management Committee.

This was accepted with regret and the Chairman to write a letter of acknowledgment.

There being no further business, the meeting closed at 10.12

The next meeting will be Thursday May 3<sup>rd</sup>



## 9. Joint Meeting - Spreydon-Cashmere and Banks Peninsula Community Boards Minutes - 2 March 2018

Reference: 18/224202

Presenter(s): Liz Carter – Community Board Adviser, Banks Peninsula

### 1. Purpose of Report

The Joint Meeting - Spreydon-Cashmere and Banks Peninsula Community Boards held a joint meeting on 2 March 2018. The Minutes recorded at that meeting are attached for confirmation.

### 2. Recommendation to Banks Peninsula Community Board

[That the minutes of the Joint Spreydon-Cashmere and Banks Peninsula Community Boards meeting held on 2 March 2018 be confirmed.](#)

### Attachments

No.	Title	Page
<a href="#">A</a>	Minutes Joint Meeting - Spreydon-Cashmere and Banks Peninsula Community Boards - 2 March 2018	20

### Signatories

Author	Liz Carter - Community Board Advisor
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**Spreydon-Cashmere Community Board and  
Banks Peninsula Community Board  
OPEN MINUTES**

**Date:** Friday 2 March 2018  
**Time:** 12.31pm  
**Venue:** Boardroom, Beckenham Service Centre,  
66 Colombo Street, Beckenham

**Present**

Chairperson Karolin Potter  
Members Phil Clearwater  
Lee Sampson  
Tim Scandrett

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

2 March 2018

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Spreydon-Cashmere Community Board and Banks Peninsula  
Community Board  
02 March 2018

Christchurch  
City Council 

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

The agenda was dealt with in the following order.

## 1. Apologies

### Part C

Apologies were received and accepted from Felix Dawson, Helene Mautner and Melanie Coker.

Lee Sampson / Tim Scandrett

Carried

## 2. Declarations of Interest

### Part B

Lee Sampson declared an interest in Item number 4 "Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road" and withdrew from the meeting therefore taking no part in the discussion and voting on the matter.

## 3. Deputations by Appointment

### Part B

#### 3.1 Dyers Pass Road – Proposed Safety Improvements

John Bannock, Governors' Bay resident addressed the Boards on the Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road

Item 4 of these minutes refers.

The Chairperson thanked Mr Bannock for his presentation.

#### 3.2 Dyers Pass Road – Proposed Safety Improvements

Karen Banwell, Chairperson of the Governors Bay Community Association addressed the Boards on the Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road

Item 4 of these minutes refers.

After questions from members, the Chairperson thanked Ms Banwell for her presentation

#### 3.3 Dyers Pass Road – Proposed Safety Improvements

Hamish Grant, Christchurch resident addressed the Boards on the Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road .

Item 4 of these minutes refers.

After questions from members, the Chairperson thanked Mr Grant for his presentation.

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Spreydon-Cashmere Community Board and Banks Peninsula  
Community Board  
02 March 2018



**3.4 Dyers Pass Road – Proposed Safety Improvements**

Phil Jackson Governors Bay resident addressed the Boards on the Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road

Item 4 of these minutes refers.

After questions from members, the Chairperson thanked Mr Jackson for his presentation.

**3.5 Dyers Pass Road – Proposed Safety Improvements**

Marga Lamoreaux, Diamond Harbour resident addressed the Boards on the Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road

Item 4 of these minutes refers.

After questions from members, the Chairperson thanked Ms Lamoreaux for her presentation.

**3.6 Dyers Pass Road – Proposed Safety Improvements**

Marie Gray addressed the Boards on the Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road on behalf of the Summit Road Society.

Item 4 of these minutes refers.

After questions from members, the Chairperson thanked Ms Gray for her presentation.

**3.7 Dyers Pass Road – Proposed Safety Improvements**

Alma Sturgess Governors Bay resident addressed the Boards on the Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road

Item 4 of these minutes refers.

After questions from members, the Chairperson thanked Ms Sturgess for her presentation.

**3.8 Dyers Pass Road – Proposed Safety Improvements**

Andrew Barclay, Spreydon resident addressed the Boards on the Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road

Item 4 of these minutes refers.

After questions from members, the Chairperson thanked Mr Barclay for his presentation.

**3.9 Dyers Pass Road - Proposed Safety Improvements**

Rosie Belton Governors Bay resident addressed the Boards on the Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road

Item 4 of these minutes refers.

After questions from members, the Chairperson thanked Ms Belton for her presentation.

#### 4. Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road

Staff in attendance spoke to the report

##### Staff Recommendations.

That the Spreydon-Cashmere Community Board:

1. Approves that no passing lines be installed along the centre of Dyers Pass Road, commencing at its intersection with Hackthorne Road and extending in a southerly direction for 3.45 kilometres as shown on **Attachment A**.

That the Banks Peninsula Community Board:

2. Approves that no passing lines be installed along the centre of Dyers Pass Road, commencing at its intersection with Summit Road and extending in a southerly direction for 2.94 kilometres as shown on **Attachment A**.

That the Spreydon-Cashmere Community Board recommends that Council:

3. Approves that pursuant to Part 4 of the Christchurch City Council Traffic and Parking Bylaw 2017, speed limits be revoked and set as listed below in clauses 3a and 3b and includes 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 Dyers Pass Road, commencing at a point 340 metres south of its intersection with Hackthorne Road and extending generally in a southerly direction to its intersection with Summit Road.
  - b. Approve the speed limit of Dyers Pass Road be set at 60 kilometres per hour, commencing at a point 340 metres south of its intersection with Hackthorne Road and extending generally in a southerly direction to its intersection with Summit Road.
4. Approves that the speed limit changes listed above in clauses 3a and 3b come into force once the new speed limit signs have been installed, approximately 20 working days following Council approval.

That the Banks Peninsula Community Board recommends that Council:

5. Approves that pursuant to Part 4 of the Christchurch City Council Traffic and Parking Bylaw 2017, speed limits be revoked and set as listed below in clauses 5a and 5b and includes the resulting changes in the Christchurch City Register of Speed Limits and Speed Limit Maps:
  - a. Revoke the 100 kilometres per hour speed limit on Dyers Pass Road, commencing at its intersection with Summit Road and extending generally in a southerly direction to a point 340 metres north of its intersection with Governors Bay Road.
  - b. Approve the speed limit of Dyers Pass Road be set at 60 kilometres per hour, commencing at its intersection with Summit Road and extending generally in a southerly direction to a point 340 metres north of its intersection with Governors Bay Road.
6. Approves that the speed limit changes listed above in clauses 5a and 5b come into force once the new speed limit signs have been installed, approximately 20 working days following Council approval.

Spreydon-Cashmere Community Board and Banks Peninsula  
Community Board  
02 March 2018



**Boards Consideration**

The Boards discussed the legal implications of the proposed double yellow no passing lines and whether motorists would be entitled to cross the line to overtake a cyclist. It was noted that there seemed to be a lack of clarity on the matter and that despite proposed road signage motorists may well be of the view that they could only pass a cyclist within the line which may lead to a risk of cyclists being squeezed to the extreme left of the road in an overtaking manoeuvre. Members also discussed the need for any changes to be supported by a public awareness and education programme.

**Community Board Resolved JSBB/2018/00001**

**(Original Staff recommendation adopted without change)**

**Part C**

That the Spreydon-Cashmere Community Board:

1. Approves that no passing lines be installed along the centre of Dyers Pass Road, commencing at its intersection with Hackthorne Road and extending in a southerly direction for 3.45 kilometres as shown on **Attachment A to the Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road report**.

Member Clearwater/Member Scandrett

Carried

**Community Board Decided JSBB/2018/00002**

**(Original Staff recommendation adopted without change)**

**Part A**

That the Spreydon-Cashmere Community Board recommends that Council:

2. Approves that pursuant to Part 4 of the Christchurch City Council Traffic and Parking Bylaw 2017, speed limits be revoked and set as listed below in clauses 3a and 3b and includes 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 Dyers Pass Road, commencing at a point 340 metres south of its intersection with Hackthorne Road and extending generally in a southerly direction to its intersection with Summit Road.
  - b. Approve the speed limit of Dyers Pass Road be set at 60 kilometres per hour, commencing at a point 340 metres south of its intersection with Hackthorne Road and extending generally in a southerly direction to its intersection with Summit Road.
3. Approves that the speed limit changes listed above in clauses 3a and 3b come into force once the new speed limit signs have been installed, approximately 20 working days following Council approval

Member Clearwater/Member Scandrett

Carried

Spreydon-Cashmere Community Board and Banks Peninsula  
Community Board  
02 March 2018



**4. Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road (continued)**

Karolin Potter vacated the Chair at 3.42pm, and Pam Richardson assumed the Chair for the Banks Peninsula Community Board's consideration and vote on this item.

**Community Board Resolved JSBB/2018/00003**

**Part C**

That the Banks Peninsula Community Board

2. Does not approve that no passing lines be installed along the centre of Dyers Pass Road, commencing at its intersection with Summit Road and extending in a southerly direction for 2.94 kilometres as shown on Attachment A Proposed No Overtaking Lines and 60 Kilometres per Hour Speed Limit - Dyers Pass Road.

Member Turner/Member Peden

Carried

**Community Board Decided JSBB/2018/00004**

**Part A**

That the Banks Peninsula Community Board recommends that Council:

4. Approves that pursuant to Part 4 of the Christchurch City Council Traffic and Parking Bylaw 2017, speed limits be revoked and set as listed below in clauses 5a and 5b and includes the resulting changes in the Christchurch City Register of Speed Limits and Speed Limit Maps:
  - a. Revoke the 100 kilometres per hour speed limit on Dyers Pass Road, commencing at its intersection with Summit Road and extending generally in a southerly direction to a point 340 metres north of its intersection with Governors Bay Road.
  - b. Approve the speed limit of Dyers Pass Road be set at 60 kilometres per hour, commencing at its intersection with Summit Road and extending generally in a southerly direction to a point 340 metres north of its intersection with Governors Bay Road.
5. Approves that the speed limit changes listed above in clauses 5a and 5b come into force once the new speed limit signs have been installed, approximately 20 working days following Council approval.
6. That the Council pursue a strong communication and education programme in relation to the decisions on the changes to Dyers Pass Road

Member Turner/Member Peden

Carried

Tim Scandrett left the meeting at 3:42 p.m.

**Spreydon-Cashmere Community Board and Banks Peninsula  
Community Board**  
**02 March 2018**

**Christchurch**   
**City Council**

Meeting concluded at 3.45pm.

CONFIRMED THIS 16TH DAY OF MARCH 2018

**KAROLIN POTTER**  
**CHAIRPERSON**  
**SPREYDON-CASHMERE COMMUNITY BOARD**

CONFIRMED THIS 12TH DAY OF MARCH 2018

**PAM RICHARDSON**  
**ACTING CHAIRPERSON**  
**BANKS PENINSULA COMMUNITY BOARD**

UNCONFIRMED

**Attachment A**  
**Item 9**

## 10. Election of a Chairperson

Reference: 18/200925

Presenter(s): Jo Daly, Council Secretary

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### 1. Purpose of Report

- 1.1 The purpose of this report is to explain the process for the Banks Peninsula Community Board to elect its Chairperson and if required Deputy Chairperson, as required by the Local Government Act 2002.
- 1.2 This report describes the alternative processes available, one of which must be adopted.

### 2. Staff Recommendations

That the Banks Peninsula Community Board:

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

### 3. Key Points

- 3.1 The Chairperson of the Banks Peninsula Community Board, Christine Wilson, resigned on 15 February 2018 as Chairperson and as a Board member. Since that time the Deputy Chairperson Pam Richardson has been acting as the Chairperson whilst there has been a vacancy in the office.
- 3.2 A by-election for a member to represent the Lyttelton Community Subdivision of the Banks Peninsula Community Board will be held on 16 May 2018.
- 3.3 The Community Board may wish to consider electing a Chairperson and Deputy Chairperson now, or wait until the new member takes the declaration as a Board member.

#### Introduction

- 3.4 The provisions of Schedule 7 of the Local Government Act 2002 apply to community boards (with some minor exclusions), with necessary modifications as if the boards were local authorities. Schedule 7 requires that each community board, at its first meeting, must elect one of its members to be its chairperson and another to be deputy chairperson.
- 3.5 The manner in which a community board is to elect these positions is prescribed in clause 25 of Schedule 7. It provides that the community board must determine by resolution that the chairperson and deputy chairperson be elected or appointed by using one of the following systems of voting:

*“System A –*

- (a) requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and*

(b) has the following characteristics:

- (i) there is a first round of voting for all candidates; and
- (ii) if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and
- (iii) if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and
- (iv) in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.

System B –

- (a) requires that a person is elected or appointed if he or she receives more votes than any other candidate; and
- (b) has the following characteristics:
  - (i) there is only 1 round of voting; and
  - (ii) if 2 or more candidates tie for the most votes, the tie is resolved by lot”

3.6 In simpler terms, under System A a candidate is successful if he or she receives the votes of the majority of the members of the community board present and voting. If no candidate is successful in the first round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded. If no candidate is successful in the second round there is a third and if necessary subsequent round of voting from which each time the candidate with the fewest number of votes in the previous round is excluded until a candidate is successful. In any round of voting if two or more candidates tie for the lowest number of votes the person to be excluded from the next round is resolved by lot.

3.7 System B is first past the post except that a tie for the most votes is resolved by lot.

### **Practical application of clause 25**

3.8 Each Community Board must first determine, by resolution, which system of voting it will use, that is System A or System B.

3.9 Nominations for the position of chairperson and deputy chairperson are called for.

3.10 If there is only one candidate then the community board may resolve that that person be elected.

3.11 If there is more than one candidate the community board must then put the matter to a vote according to the system it has adopted. The community board members are then asked to vote on each candidate.

3.12 The following examples may be useful to illustrate two of the system:

#### **System A**

##### **Example 1**

Three nominations are received and upon the votes being counted the result is: A (4) B (2) C (1). In this case A is elected to the relevant position.

##### **Example 2**

Three nominations are received and upon the votes being counted the result is: A (3) B (3) C (1). In this case no candidate is successful so a second round of voting is held for candidates A and B. The lowest polling candidate, C, is excluded.

#### **System B**

##### **Example 1**

Three nominations are received and upon the votes being counted the result is: A (4) B (2) C (1). In this case A is elected to the relevant position.

**Example 2**

Three nominations are received and upon the votes being counted the result is: A (3) B (3) C (1). In this case a lot is held to determine who between A and B will be elected to the relevant position.

**Attachments**

No.	Title	Page
A <a href="#">↓</a>	Sample Declaration by Community Board Chairperson	30

**Signatories**

<b>Author</b>	Jo Daly - Council Secretary
<b>Approved By</b>	Lester Wolfreys - Head of Community Support, Governance and Partnerships Mary Richardson - General Manager Citizen and Community

**sample**



## DECLARATION BY CHAIRPERSON OF COMMUNITY BOARD

I, ....., declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Banks Peninsula Community, the powers, authorities, and duties vested in or imposed upon me as Chairperson of the Banks Peninsula Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

**DATED** at Christchurch on this 31<sup>st</sup> day of October 2016.

.....

Signed in the presence of:

.....  
Lianne Audrey Dalziel  
MAYOR

.....  
Mary Jane Richardson  
GENERAL MANAGER, CUSTOMER AND COMMUNITY

## 11. Banks Peninsula Community Board Area Report

Reference: 18/113751

Presenter(s): Penelope Goldstone and Joan Blatchford

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### 1. Purpose of Report

This report provides information on initiatives and issues current within the Community Board area, to provide the Board with a strategic overview and inform sound decision making.

### 2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the Area Update for March 2018.
2. Consider the following recommendations from the Akaroa Issues Working Party:

**Akaroa Beach Grassed Area** – that staff be asked to take urgent action to improve the safety of the grassed area at the Akaroa Beach, and that funding be sourced through the Long Term Plan to landscape the area, in consultation with Heritage staff.

**Akaroa Beach** – that the Board submit to the Long Term Plan to have responsibility for cleaning the Akaroa Beach included in a maintenance contract as it has been in the past.

**Rubbish Bins** – that the Board submit to the Long Term Plan for funding for a programme to replace unsuitable rubbish bins in Akaroa, and that a suitable design for new bins be approved by the Akaroa Design and Appearance Advisory Committee.

### 3. Community Board Activities and Forward Planning

#### 3.1 Memos/Information/Advice to the Board

3.1.1 **Graffiti Incident Counts** - by Suburb as at 31 January 2018 as **attached** (Attachment A).

3.1.2 **French Farm Toilets** – at its meeting on 30 October 2017 the Board requested an update on the future of the French Farm toilets, which were still currently serviced through two port-a-loos. A memorandum in reply is **attached** from staff (Attachment B).

3.1.3 **Le Bons Bay Toilets** - at its meeting on 27 November 2017 the Board requested an update on the Maintenance and emptying requirements for the Le Bons Bay public toilet and advice on the status of the Beca Report recommendations for all the Banks Peninsula public toilets. A memorandum in reply is **attached** from staff (Attachment C).

#### 3.2 Board area Consultations/Engagement/Submission opportunities

3.2.1 **Council Heritage Buildings Future Use** - the Council is inviting applications from individuals, groups and organisations interested in using and/or helping to fund the restoration of 17 Council owned heritage facilities across the city and Banks Peninsula.

The buildings relevant to Banks Peninsula are:

- Former Lyttelton Borough Council Stables
- Kukupa Side School
- Little River Coronation Library
- Yew Cottage

More information on each of the buildings is available at [www.ccc.govt.nz/heritagebuildings](http://www.ccc.govt.nz/heritagebuildings). This webpage also provides details on how

interested parties can register their interest via an application form. For the local community buildings, a dedicated email address [heritageapplications@ccc.govt.nz](mailto:heritageapplications@ccc.govt.nz) has been set up for any enquiries through the application page.

- 3.2.2 **Environment Canterbury Long Term Plan** – the Board has been sent information on the consultation for the Regional Council’s Draft Long Term Plan, which includes proposed changes to the public transport programme, including services to Banks Peninsula – see **attached** letter (Attachment D).

Staff are seeking information as to whether the Council is making a submission to the LTP so that the Board can have input if it wishes.

3.3 **Annual Plan and Long Term Plan matters**

- 3.3.1 The Board has been invited to a briefing on the Long Term Plan on 27<sup>th</sup> February and is working with staff to ensure that there will be opportunities for residents to let them know of the major issues in the area. This information along with priorities already identified will assist the Board as it puts together its formal submission on this matter.

3.4 **Board Reporting**

- 3.4.1 A Board newsletter was circulated earlier in February.

3.5 **Requests for information from Board meeting on Newsline**

- 3.5.1 Board members are asked to highlight items they wish to include on Newsline or in the Board’s newsletter or report to the Council.

**4. Community Board Plan – Update against Outcomes**

Please see the **attached** Community Board Plan six-month progress report (Attachment E).

**5. Significant Council Projects in the Board Area**

5.1 **Strengthening Community Fund Projects**

- 5.1.1 Nothing to report at this time.

5.2 **Other partnerships with the community and organisations**

- 5.2.1 Nothing to report.

5.3 **Community Facilities (updates and future plans)**

- 5.3.1 Nothing to report.

5.4 **Infrastructure projects underway**

- 5.4.1 Nothing to report.

5.5 **Events Report back**

- 5.5.1 Nothing to report.

**6. Significant Community Issues, Events and Projects in the Board Area**

6.1 **Community Service Awards**

6.1.1 The 2018 Banks Peninsula Community Service Award nominations will be open from Friday March 16<sup>th</sup> through Thursday April 13<sup>th</sup>. The Awards take place every three years. Awards are presented at a ceremony hosted by the Community Board in June. The location of the awards ceremony alternates between an Akaroa/Wairewa venue and a Lyttelton/Mt Herbert venue. The last ceremony was held at Rāpaki Marae in the Lyttelton/Mount Herbert area. Therefore, it is recommended that this year's ceremony be held in the Akaroa/Wairewa area.

## 6.2 Akaroa Issues Working Party – Recommendations from 9 February 2018 meeting

The Akaroa Issues Working Party met on Friday 9 February 2018 and made the following recommendations to the Board:

**Akaroa Beach Grassed Area** – that staff be asked to take urgent action to improve the safety of the grassed area at the Akaroa Beach, and that funding be sourced through the Long Term Plan to landscape the area, in consultation with Heritage staff.

**Akaroa Beach** – that the Board submit to the Long Term Plan to have responsibility for cleaning the Akaroa Beach included in a maintenance contract as it has been in the past.

**Rubbish Bins** – that the Board submit to the Long Term Plan for funding for a programme to replace unsuitable rubbish bins in Akaroa, and that a suitable design for new bins be approved by the Akaroa Design and Appearance Advisory Committee.

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

This update will be included in the April Area Report

## 8. Community Board funding budget overview and clarification

### 8.1 Discretionary Response Fund

No further applications to those which have been to the Board for allocation had been submitted at the time of writing (21 February). However, a number of groups have enquired about submitting applications to this year's fund and have received information. There is currently \$16,342 remaining in this fund for allocation. See **attached** spreadsheet (Attachment F).

## Attachments

No.	Title	Page
A <a href="#">↓</a>	Graffiti Report as at January 2018	35
B <a href="#">↓</a>	French Farm Toilet memo to Banks Peninsula Community Board	36
C <a href="#">↓</a>	Le Bons Bay Toilet Memo and Banks Peninsula Beca Report/Update	38
D <a href="#">↓</a>	Environment Canterbury Long Term Plan Letter	43
E <a href="#">↓</a>	Banks Peninsula Community Board Plan - Progress Report (January 2018)	44
F <a href="#">↓</a>	Banks Peninsula Discretionary Response Fund FY 2017-2018	58

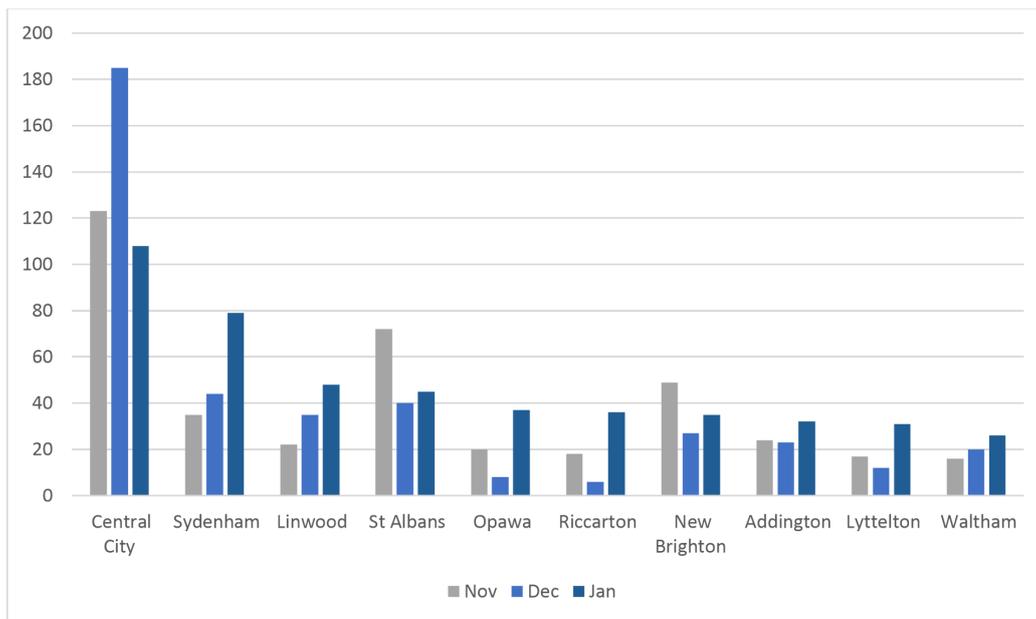
## Signatories

<b>Authors</b>	Liz Carter - Community Board Advisor Meredith Anne Williams - Support Officer Joan Blatchford - Manager Community Governance, Banks Peninsula/Lyttelton Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa Trisha Ventom - Community Recreation Advisor Philipa Hay - Community Development Advisor Andrea Wild - Community Development Advisor
<b>Approved By</b>	Joan Blatchford - Manager Community Governance, Banks Peninsula/Lyttelton Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa Lester Wolfreys - Head of Community Support, Governance and Partnerships



**Top 10 Graffiti Incident Counts by Suburb January 2018**

		Graffiti Incident Count		
		Nov	Dec	Jan
1	Central City	123	185	108
2	Sydenham	35	44	79
3	Linwood	22	35	48
4	St Albans	72	40	45
5	Opawa	20	8	37
6	Riccarton	18	6	36
7	New Brighton	49	27	35
8	Addington	24	23	32
9	Lyttelton	17	12	31
10	Waltham	16	20	26



*This information is compiled from data that the Council receives from their graffiti removal contractor, Intergroup.*

**Graffiti Hot Spots January 2018**

<u>Location</u>	<u>Graffiti Incident Count</u>
180 Smith Street	6
Washington Way	5
71 Whiteleigh Ave	5
Cathedral Square	5

**Christchurch City Council  
Parks Unit**

**Memorandum**

**Date:** 5 February 2018

**From:** MARIA ADAMSKI ASSET ENGINEER (PARKS - BUILDINGS & HERITAGE)

**To:** BANKS PENINSULA COMMUNITY BOARD

**cc:** Liz Carter – Community Board Adviser (for distribution)

**FRENCH FARM TOILETS**

**Purpose of this Memo:**

To provide an update to the Banks Peninsula Community Board on the future of the French Farm toilets.

**Background:**

The French Farm toilets and ezi-dump have been closed due to a damaged pipes in the sewer field drain storm water systems. The damaged sewer field pipe extends over and had infiltrated into the damaged storm water pipe which discharges into Akaroa Harbour. The increased use of the area by non-self-contained freedom campers resulted in an over load of the system and the issue was found after contamination of the sea water at the outlet occurred. The ezi-dump station has been closed off and freedom camping is no longer permitted in this area. Both the field line and the storm water pipe need to be replaced at the same time.

**Update:**

The replacement of the sewer pipe is ready to be undertaken however there are delays with the storm water pipe repair works being verified and approved. It is expected that the work on both systems will be completed within the next two months.

**Conclusion:**

The area will continue to be serviced by the porta loos until the sewer field drain line and the stormwater pipe is replaced. Once the line is replaced the toilets will be opened and monitors will be installed to determine the number of people using the toilets over a 12 month period. This information will be used to inform the longer term plan for the replacement programme for the toilet block and system.

Maria Adamski  
ASSET ENGINEER (PARKS BUILDINGS & HERITAGE)

- 2 -

**Approval:**

Name	Position	Signature	Date
Brent Smith	Acting Unit Manager Parks Unit		16/02/2018

**Christchurch City Council  
Parks Unit**

**Memorandum**

**Date:** 16 February 2018

**From:** MARIA ADAMSKI ASSET ENGINEER (PARKS - BUILDINGS & HERITAGE)

**To:** BANKS PENINSULA COMMUNITY BOARD

**cc:** Liz Carter – Community Board Adviser (for distribution)

**Attachments:** Banks Peninsula Beca report recommendations and update.

**LE BONS BAY AND BANKS PENINSULA TOILET BLOCKS**

**Purpose of this Memo:**

To provide advice on maintenance and emptying requirements for the Le Bons Bay public toilet to ensure that there is sufficient capacity for high use over the summer period and

To provide advice on the status of the Beca Report recommendations for all the Banks Peninsula public toilets and how this has informed:

- a) Maintenance and emptying requirements over the upcoming summer period.
- b) The proposed capital programme in the Long Term Plan.

**Background:**

Across Banks Peninsula there are approximately 51 toilet blocks maintained by the Christchurch City council Parks Unit. There are a number of system types from reticulated through to composting. These systems were built for local users however an increasing number of visitors has created a demand that the facilities were not designed for.

An initial capacity review of the French Farm and Wainui toilets that resulted from issues with an overload in the systems from freedom campers was extended to a number of other toilets facilities that are serviced with septic tanks and with risks of contamination. The outcome was a number of recommendations, see Attachment 1.

Le Bons Bay sea shore toilet was damaged in the earthquakes and assessed as earthquake prone. It was replaced with a single pan Exeloo toilet in 2015. The toilet was placed on the existing septic system and there are concerns that the system will not meet the increased summer demand at this location.

**Update:**

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Parks Unit • Civic Offices • 53 Hereford Street • PO Box 73014 • Christchurch 8154  
Telephone (03) 941 5103 • Email maria.adamski@ccc.govt.nz  
TRIM: 18/183949

- 2 -

The Beca report recommended a number of actions for the Le Bons Bay sea shore toilet. All the actions have been completed other than the installation of a new soakage trench. After further investigation of the system determined the replacement of the septic system was a priority for a system upgrade. A brief has been prepared for the design of a new system. In addition over the summer period two porta-loos have been installed to cater for the increased visitors and to relieve pressure on the system.

The Beca Report recommendations in Attachment 1 provides an update of the works that have been undertaken at all the sites that were investigated along with the capital programme for Banks Peninsula toilets that is in the draft LTP.

Counters have been installed at a number of the toilets to monitor usage that will assist with planning toilet and system renewals. Future work is to collect condition and attribute data at the toilet blocks that were not covered by the Beca Report to enable further long term planning and prioritisation of works.

**Conclusion:**

Actions have been taken at the Le Bons Bay toilets to cater for increase visitors over the summer. All the immediate and one year recommendations from the Beca report have been or are about to be completed. The planning and prioritisation of the toilet system upgrades is underway.

Maria Adamski  
ASSET ENGINEER (PARKS BUILDINGS & HERITAGE)

- 3 -

**Approval:**

Name	Position	Signature	Date
Brent Smith	Acting Unit Manager Parks Unit		26/2/2018

Appendix 1: Bank Peninsula Beca report recommendations and update

Site	Recommendation	Urgency	Status
<b>Stoddart Point Reserve</b>	<ul style="list-style-type: none"> <li>Reduce wastewater flows into the system by fixing leaks and installing water saving fixtures.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, and monitor regularly</li> </ul>	Completed
<b>Waipapa Avenue, Diamond Harbour</b>	<ul style="list-style-type: none"> <li>Install outlet filters to septic tank outlet pipe to reduce solids and sediments flowing into and blocking the soakage trench system.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, within 1 year</li> </ul>	Underway
	<ul style="list-style-type: none"> <li>Install new soakage trench (boulder field with 100mm subsoil pipe) to replace existing soakage field.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, within 1 year</li> </ul>	Completed
	<ul style="list-style-type: none"> <li>Upgrade the onsite wastewater system and assess option to pump into existing wastewater network</li> </ul>	<ul style="list-style-type: none"> <li>3-5 years</li> </ul>	Planning
<b>Purau Recreation Reserve</b> <b>187 Purau Avenue, Purau Bay</b>	<ul style="list-style-type: none"> <li>Reduce flows into the system by fixing leakages, installing water saving fixtures, prevent ingress of water into tank.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, and monitor regularly</li> </ul>	Toilets closed
	<ul style="list-style-type: none"> <li>Upgrade onsite wastewater system and locate away from flood prone area (away from river)</li> </ul>	<ul style="list-style-type: none"> <li>3-5 years</li> </ul>	Planning
<b>Little Akaloa Domain</b> <b>584 Little Akaloa Road, Little Akaloa</b>	<ul style="list-style-type: none"> <li>Reduce wastewater flows into the system by fixing leaks and installing water saving fixtures.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, and monitor regularly</li> </ul>	Completed
	<ul style="list-style-type: none"> <li>Install new soakage trench (boulder field with 100mm subsoil pipe) to replace existing soakage field.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, within 1 year</li> </ul>	Completed
	<ul style="list-style-type: none"> <li>Fix fresh air inlet/ outlet pipe on tank.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, within 1 year</li> </ul>	Completed
	<ul style="list-style-type: none"> <li>Install new accessible riser lid to tank to allow for easy and safer access when servicing the tank.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, within 1 year</li> </ul>	Completed
	<ul style="list-style-type: none"> <li>Upgrade onsite wastewater system</li> </ul>	<ul style="list-style-type: none"> <li>1-3 years</li> </ul>	Planning
<b>Little Akaloa Seafront</b> <b>Chorlton Road, Little Akaloa</b>	<ul style="list-style-type: none"> <li>Reduce wastewater flows into the system by fixing leaks and installing water saving fixtures.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, and monitor regularly</li> </ul>	Completed, in addition the soakage trench and boulder pit have been replaced
	<ul style="list-style-type: none"> <li>Upgrade onsite wastewater system.</li> </ul>	<ul style="list-style-type: none"> <li>3-5 years</li> </ul>	Planning
<b>Le Bons Bay Sea Front (Exeloo)</b> <b>Le Bons Bay Road, Le Bons Bay</b>	<ul style="list-style-type: none"> <li>Reduce wastewater flows into the system by fixing leaks and installing water saving fixtures.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, and monitor regularly</li> </ul>	Completed
	<ul style="list-style-type: none"> <li>Install outlet filters to septic tank outlet pipe to reduce solids and sediments flowing into and blocking the soakage trench system.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, within 1 year</li> </ul>	Underway
	<ul style="list-style-type: none"> <li>Disconnect storm water roof downpipe from septic tank system and unblock air vent pipes</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, within 1 year</li> </ul>	It was found downpipe was not connected to septic tank, pipe unblocked. Completed.
	<ul style="list-style-type: none"> <li>Install new soakage trench (boulder field with 100m subsoil pipe) to replace existing soakage field. Consider alternative location away from the existing site which flood prone.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, within 1 year</li> </ul>	Not undertaken, the priority here is to plan and install a new system.
	<ul style="list-style-type: none"> <li>Plan for an upgraded system and consider a common on-site wastewater system serving both the Exeloo and the Le Bons Domain,</li> </ul>	<ul style="list-style-type: none"> <li>3-5 years</li> </ul>	Planning underway
<b>Tikao Bay</b> <b>Tikao Bay Road, Tikao Bay</b>	<ul style="list-style-type: none"> <li>Upgrade the onsite wastewater system and assess option to pump into existing wastewater network.</li> </ul>	<ul style="list-style-type: none"> <li>3-5 years</li> </ul>	Planning

French Farm  174 Wainui Main Road, French Farm	<ul style="list-style-type: none"> <li>Reduce wastewater flows into the system by fixing leaks and installing water saving fixtures.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, and monitor regularly</li> </ul>	To be done when reopened
	<ul style="list-style-type: none"> <li>Install outlet filters to septic tank outlet pipe to reduce solids and sediments flowing into and blocking the soakage trench system.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, within 1 year</li> </ul>	The filter is to be installed. The existing field line is being replaced.
	<ul style="list-style-type: none"> <li>Discontinue use of existing dump station but retain tank as it could be incorporated into future upgrade systems.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately</li> </ul>	Completed
	<ul style="list-style-type: none"> <li>Upgrade onsite wastewater system.</li> </ul>	<ul style="list-style-type: none"> <li>3-5 years</li> </ul>	Planning in progress
Wainui  Stanbury Reserve, Wainui Main Road	<ul style="list-style-type: none"> <li>Reduce wastewater flows into the system by fixing leaks and installing water saving fixtures.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately, and monitor regularly</li> </ul>	Completed
	<ul style="list-style-type: none"> <li>Install outlet filters to septic tank outlet pipe to reduce solids and sediments flowing into and blocking the soakage trench system.</li> </ul>	<ul style="list-style-type: none"> <li>Immediately</li> </ul>	Underway
	<ul style="list-style-type: none"> <li>Upgrade onsite wastewater system.</li> </ul>	<ul style="list-style-type: none"> <li>3-5 years</li> </ul>	Planning

**Banks Peninsula toilets capital works – draft LTP**

Location	Description	activity	2019	2020	2021	2022	2023	2024	2025	2026
BP Toilets	To address outcomes from toilet capacity review/s	Planning	\$50,000		\$50,000		\$50,000		\$50,000	
		Install		\$200,000		\$200,000		\$200,000		\$200,000
Britomart Toilets	Replace/Relocate toilets	Planning	\$50,000							
		Install		\$350,000						
Cass Bay Toilets	Renew toilet facilities	Planning	\$50,000							
		Install		\$200,000						
Port Levey Toilets	Relocating toilet block	Install	\$175,032							
French Farm foreshore	Renew infrastructure or building based on report	Install	\$120,000							
Little Akaloa Domain	Renew Sewage system	Install	\$60,000							
		<b>Total</b>	\$505,032	\$750,00	\$50,000	\$200,000	\$50,000	\$200,000	\$50,000	\$200,000

**Subject:** FW: Upcoming consultation on Long-Term Plan 2018-28

**From:** Stewart Gibbon [<mailto:metroreview=ecan.govt.nz@mail65.suw15.mcsv.net>] **On Behalf Of** Stewart Gibbon

**Sent:** Monday, 12 February 2018 1:28 p.m.

**To:** Carter, Liz <[Liz.Carter@ccc.govt.nz](mailto:Liz.Carter@ccc.govt.nz)>

**Subject:** Upcoming consultation on Long-Term Plan 2018-28

Dear Liz

Environment Canterbury will soon be publicly consulting on our Long-Term Plan 2018-28 and associated Revenue and Financing Policy. As a part of this, we will be consulting on ways to address financial issues as well as future demands for public transport across the region. As a stakeholder with an interest in public transport across the Canterbury region, we wanted to let you know about the upcoming consultation and timelines so that you have time to think about how you might like to respond via a submission on the proposed Long-Term Plan, once the consultation period opens on 26 February.

Since the 2010/11 Canterbury earthquakes, the public transport programme has been operating with a shortfall, with the loss being covered by NZ Transport Agency (NZTA) supplementary grants and from reserves. In recent years the shortfall has been approximately \$4 million, and it is no longer possible to operate this way. To address the immediate financial position of the public transport network, we are proposing changes to some Christchurch routes, as well as fares and/or rates across the region.

Changing patterns of usage of the Total Mobility scheme has also put pressure on available funds for this. To ensure that Environment Canterbury can continue to provide this valuable community service, we are also proposing that the subsidy cap be reduced from \$35 to \$30.

At the Environment Canterbury Council meeting on February 15 (council meeting papers are available [here](#) and the media release [here](#)), the Council will adopt the Consultation Document for public consultation on the Long-Term Plan 2018-28. This document outlines new activity, changes in emphasis and specific topics for feedback. In particular it draws attention to options for the public transport service. The Long-Term Plan will then go to public consultation from 26 February to 26 March. We strongly encourage you to tell us your views on the proposals, and to share any ideas on innovative solutions for public transport in the region, during the public consultation period.

Once the consultation period opens on 26 February, we will email you with the links to the final Consultation Document and submission form. In the meantime, if you have questions, please email [metroreview@ecan.govt.nz](mailto:metroreview@ecan.govt.nz) and we will respond as soon as possible.

Your sincerely



Stewart Gibbon  
Senior Manager Public Transport



Facilitating sustainable development  
in the Canterbury region  
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**BANKS PENINSULA COMMUNITY BOARD PLAN – 6-MONTHLY PROGRESS REPORT**

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
1	<p><b>Outcome</b> Our communities are prepared for the impacts and consequences of natural hazards and can respond and recover quickly.</p> <p><b>What the Board will do</b> Support communities to develop local Community Resilience/ Response Plans.</p> <p><b>We will measure our success by</b> People feel that they know what to do and where to go for information and support following an emergency.</p>	<p>The Council is developing a city wide comprehensive approach to preparedness and response to natural hazards. Staff from many units across the Council are working together to do this.</p>	<p>Investigate options for Saint John's ambulance venue in Akaroa.</p>
2	<p><b>Outcome</b> Our communities are prepared for the impacts and consequences of natural hazards and can respond and recover quickly.</p> <p><b>What the Board will do</b> Support and encourage communities to work with the Council and other agencies to plan how to respond to natural hazards.</p> <p><b>We will measure our success by</b> Local communities are involved in response, mitigation and future planning around natural hazards.</p>	<p>The 2017 Coastal Hazards Report has been released. The Board encouraged community members to attend drop-in sessions in November 2017 and provide feedback on how the Banks Peninsula communities may wish to respond to the report's findings.</p> <p>A staff briefing on the community resilience programme and where Community Boards and their communities fit is on the Board's seminar programme in February. This briefing will also include discussion on the role of elected members in an emergency with input requested from Board members. We will be seeking board advice on areas who have plans or who may want to be involved early in the process.</p> <p>Banks Peninsula staff are involved in cross city Community Resilience Planning at both steering and working group levels.</p>	<p>None</p>
3	<p><b>Outcome</b> Our communities are prepared for the impacts and consequences of natural hazards and can respond and recover quickly.</p>	<p>Fire and Emergency New Zealand briefed the Board in December 2017.</p>	<p>None</p>

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
	<p><b>What the Board will do</b> Understand emergency service arrangements on Banks Peninsula.</p> <p><b>We will measure our success by</b> The Board is briefed by emergency services.</p>		
4	<p><b>Outcome</b> Local communities are well-connected, and supported by easily accessible community facilities.</p> <p><b>What the Board will do</b> Support and promote local events.</p> <p><b>We will measure our success by</b> Community events and gatherings are held and/or supported.</p>	<p>24 Neighbourhood Week events were funded by the Community Board. These events enable neighbours and communities to connect, enhancing well-being and the feeling of support and connection.</p> <p>ANZAC Day services were supported in Lyttelton, Akaroa and Little River.</p> <p>The Board provided support to Street Prints Ōtautahi Festival in December 2017 for painting of Norman Kirk Memorial Pool Wall.</p> <p>Support with focus, direction and advice has resulted in a weekly youth group that evolved through discussions between Project Lyttelton after concerns raised by the community about the lack of activities for young people year 8 and over. Numbers have successfully grown with the focus being to create a safe place for young people to meet and socialise that will assist with developing life skills and confidence. Work continues to strengthen the programme.</p> <p>[Insert: Events, French Fest, Music on the Point... Board will email]</p>	None
5	<p><b>Outcome</b> Local communities are well-connected, and supported by easily accessible community facilities.</p> <p><b>What the Board will do</b> Provide funding and/or support to community-led initiatives.</p>	<p>\$146,654 of Strengthening Communities Funding has been allocated by the Board to 20 organisations across Banks Peninsula.</p> <p>The Board allocated \$31,707 of Discretionary Response Funding to 12 organisations, 4 community board initiatives and 10 young people towards their youth development projects.</p>	None

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
	<b>We will measure our success by</b> Community funding is allocated to identified priorities.	The Little River Toy Library has been supported with Board funding and a lease of a Council facility behind the Service Centre and is now open within the township post-quake.	
6	<p><b>Outcome</b> Local communities are well-connected, and supported by easily accessible community facilities.</p> <p><b>What the Board will do</b> Advocate for Council facilities and services to be provided appropriate to local needs.</p> <p><b>We will measure our success by</b> Council facilities and services meet local need.</p>	<p>Our unit is working on a strategy for community facilities, their location, condition and use. Banks Peninsula staff are involved because these are very important community hubs for our communities and there are over 15 spread over the Peninsula communities.</p> <p>To date activation of the Recreation Centre has included identifying the purpose, values and relationship between CCC and Project Lyttelton as well as working together in a partnership model. Part time roles have been instigated, the announcement of the project and a survey with the community have been completed. Community conversations continue. Project Lyttelton have been asked to brief the Board on the project.</p> <p>The Allandale Hall repairs are almost completed and this local facility should be back in action next month.</p> <p>The Naval Point Development project has moved a step closer with a decision by Council in December to support the progression to developed design. Money has been allocated to this project in the draft Long Term Plan. A Project Manager has now been appointed to drive this project forward.</p> <p>The Akaroa Service Centre is under repair and renovation with an expected completion date around mid-year 2018.</p> <p>Akaroa and Little River libraries continue to provide a valuable range of services for local citizens with 2 hours of council staffing now provided at Little River on a Saturday morning. This replaces the volunteers who were opening the library on a Saturday with minimal services available.</p> <p>The Board provided funding to support the upgrade of the Okuti Recreation and Sports Club hall. (CCC owned but community managed)</p>	None

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
7	<p><b>Outcome</b> Local communities are well-connected, and supported by easily accessible community facilities.</p> <p><b>What the Board will do</b> Advocate for improved technology infrastructure.</p> <p><b>We will measure our success by</b> Infrastructure is in place to facilitate use of technology.</p>	<p>The Board request for Skype-type communications in its three board rooms has not yet been supported.</p> <p>However, Skype for Business is now running across the Peninsula with a large screen with good quality sound now installed in the Lyttelton staff meeting room. This is available for Community Board member use.</p>	<p>Advocate through the LTP for funds for Skype for Business and video conference equipment for the Akaroa, Lyttelton, and Little River board rooms.</p>
8	<p><b>Outcome</b> Core infrastructure is provided, well maintained and future-proofed.</p> <p><b>What the Board will do</b> Advocate that appropriate service levels are set.</p> <p><b>We will measure our success by</b> Appropriate infrastructure service levels are set.</p>	<p>In November 2017 the Board was briefed on city-wide priorities and service levels for roads. The Board noted that the priorities and issues for Banks Peninsula can be quite different, and requested that staff report back to the Board with more detailed information for Banks Peninsula.</p> <p>The Board advocated for appropriate road service levels at three workshops with Councillors in 2017 for the LTP.</p>	<p>Urgently engage with NZTA and City Council road staff on state of road in Banks Peninsula, in response to recent deaths, accidents, and road maintenance complaints from residents and businesses.</p> <p>Incorporate Banks Peninsula road maintenance issues in Board LTP.</p>
9	<p><b>Outcome</b> Core infrastructure is provided, well maintained and future-proofed.</p> <p><b>What the Board will do</b> Advocate for service level reporting and monitoring to come to the Board.</p> <p><b>We will measure our success by</b> Service level reports are provided to the Board 6-monthly.</p>	<p>The Board requested reporting and monitoring on infrastructure service levels.</p>	<p>None</p>

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
10	<p><b>Outcome</b> Core infrastructure is provided, well maintained and future-proofed.</p> <p><b>What the Board will do</b> Identify priorities for new or upgraded infrastructure in conjunction with staff.</p> <p><b>We will measure our success by</b> Priority infrastructure projects are included in the Council's budget (Annual/Long Term Plan).</p>	<p>The Okains Bay community and the Board successfully advocated for \$30,000 for a study to investigate the feasibility and cost of providing potable water in Okains Bay. The Board and staff discussed the results with the community in December 2017. A report will go to Council in March 2017.</p> <p>The Board received a briefing on the Marine Structures Programme in December 2017, and provided feedback on prioritisation.</p> <p>The Board strongly advocated for priority Banks Peninsula infrastructure projects to be included in the Council's Long Term Plan for 2018/28 at three workshops with Councillors in 2017. These projects include marine structures, roads, footpaths, cemeteries, tracks, playgrounds, community facilities, wastewater and drinking water systems.</p> <p>The Board provided funding to the Ataahua Reserve Management Committee to support their project to have a constant water supply.</p>	<p>Board requested a briefing from City Council staff (Roading) and NZTA, prior to LTP submission, regarding service level reporting and monitoring on the state of roads in Banks Peninsula.</p>
11	<p><b>Outcome</b> Core infrastructure is provided, well maintained and future-proofed.</p> <p><b>What the Board will do</b> Advocate for a change in Council procurement processes to facilitate use of local contractors.</p> <p><b>We will measure our success by</b> Local contracts are awarded.</p>	<p>The Council is reviewing its procurement policy and staff have made the Head of Procurement and Contracts aware of the Board's interest in the ability for local contractors to successfully compete for Council work.</p> <p>This policy will come to Council</p>	<p>Request that the draft procurement policy go before all Community Boards for recommendation prior to Council approval.</p>
12	<p><b>Outcome</b> The cultural, natural and built heritage of Banks Peninsula is acknowledged, valued and enhanced.</p>	<p>The Board provided support for the Council's Heritage Strategy Development and community workshops to identify principles and values.</p>	<p>None</p>

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
	<p><b>What the Board will do</b> Support staff and our communities to work together to identify cultural, natural and built heritage values/sites/places of significance.</p> <p><b>We will measure our success by</b> Hosting an annual workshop for community members, staff and the Board to discuss and identify locally significant heritage and cultural values, sites and places of significance.</p>		
13	<p><b>Outcome</b> The cultural, natural and built heritage of Banks Peninsula is acknowledged, valued and enhanced.</p> <p><b>What the Board will do</b> Consider alternative uses for heritage buildings in conjunction with staff.</p> <p><b>We will measure our success by</b> Currently empty heritage buildings are utilised.</p>	<p>There is a process in place which has identified unused heritage buildings and information will be coming to the Board early this year which will assist the Board in prioritising these buildings and looking for community interest in alternative uses.</p>	<p>The board requested that Governance Staff include Development Christchurch Limited feedback and community responses into report for discussion when the board discusses heritage building items for forwarding to council.</p>
14	<p><b>Outcome</b> The cultural, natural and built heritage of Banks Peninsula is acknowledged, valued and enhanced.</p> <p><b>What the Board will do</b> Develop relationships with key stakeholders involved in cultural and natural heritage, including Papatipu Rūnanga.</p> <p><b>We will measure our success by</b></p>	<p>There was Governance staff representation on a trip to Ripapa island and Quail Island to acknowledge and consider how to enhance and promote the cultural, natural and built heritage of each place in conjunction with the Department of Conservation, Council Heritage Staff and Quail Island Restoration Trust.</p> <p>Governance staff are working with the Council's Heritage Team to explore the idea of a Maritime History Trail and how this may be incorporated into a ChristchurchNZ web-based platform for trails.</p> <p>Community Boards have been gifted, from Te Rūnanga o Ngāi Tūāhuriri, a Māori name reflecting their respective areas.</p>	<p>None</p>

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
	Community Board representatives regularly attend meetings of cultural and natural heritage organisations on Banks Peninsula.	Staff training will be provided in Te Reo and Tikanga for members to assist in their relationships with the Rūnanga.	
15	<p><b>Outcome</b> The cultural, natural and built heritage of Banks Peninsula is acknowledged, valued and enhanced.</p> <p><b>What the Board will do</b> Advocate for the continuation of the Lyttelton Design Review Panel following an 18 month trial period and share the lessons with other local panels/committees.</p> <p><b>We will measure our success by</b> Lyttelton Design Review Panel continues to be involved in local planning decisions.</p>	Note: The Lyttelton Design Review Panel's trial period ends in May 2018. A progress report will be provided at this time.	None
16	<p><b>Outcome</b> Visitors to Banks Peninsula enhance the local economy and sustain our natural, social and heritage environments.</p> <p><b>What the Board will do</b> Work with communities and local organisations to identify outcomes of a Banks Peninsula Visitor Plan.</p> <p><b>We will measure our success by</b> Visitor Plan outcomes identified.</p>	No progress	None
17	<b>Outcome</b>		Once a date has been set for the return of cruise ships in Lyttelton Port, organize a seminar

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
	<p>Visitors to Banks Peninsula enhance the local economy and sustain our natural, social and heritage environments.</p> <p><b>What the Board will do</b> Advocate for development of a Banks Peninsula Visitor Plan under the Christchurch Visitor Strategy.</p> <p><b>We will measure our success by</b> Banks Peninsula Visitor Plan developed.</p>		regarding a potential banks peninsula visitor plan.
18	<p><b>Outcome</b> Visitors to Banks Peninsula enhance the local economy and sustain our natural, social and heritage environments.</p> <p><b>What the Board will do</b> Work with Akaroa District Promotions, Lyttelton Harbour Information Centre and Lyttelton Harbour Business Association to identify ways to take advantage of and be resilient to any changes to the cruise ship industry in Akaroa and Lyttelton.</p> <p><b>We will measure our success by</b> Cruise ship passengers and locals have a good experience.</p>	Community funding has been allocated to groups and projects to further this goal. These include but are not limited to Little River Information Station website development, Lyttelton Review, Stoddart Cottage 'activating the spaces', Project Lyttelton activities and events, Akaroa District Promotions, Getting to the Point – Diamond Harbour Plan, Lyttelton Historical Museum rebuild, Akaroa Harvest Festival etc.	None
19	<p><b>Outcome</b> Visitors to Banks Peninsula enhance the local economy and sustain our natural, social and heritage environments.</p> <p><b>What the Board will do</b> Develop relationships with organisations</p>	A Board member attends the Akaroa District Promotions monthly meetings.	None

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
	<p>providing services to visitors.</p> <p><b>We will measure our success by</b> Community Board representatives regularly attend meetings of visitor service organisations on Banks Peninsula.</p>		
20	<p><b>Outcome</b> Visitors to Banks Peninsula enhance the local economy and sustain our natural, social and heritage environments.</p> <p><b>What the Board will do</b> Advocate for inclusion of Banks Peninsula in Christchurch NZ's work.</p> <p><b>We will measure our success by</b> Banks Peninsula is included in Christchurch NZ's promotional activities and strategic planning.</p>	No progress	None
21	<p><b>Outcome</b> Banks Peninsula is a viable place to live and work.</p> <p><b>What the Board will do</b> Support initiatives identified by staff and Development Christchurch Limited to catalyse commercial investment in Lyttelton's town centre.</p> <p><b>We will measure our success by</b> More commercial investment in Lyttelton Town Centre.</p>	The Board received a briefing from Development Christchurch Limited (DCL) in November 2017, and provided feedback on the early stages of DCL's investigation into how to catalyse commercial investment in Lyttelton. The Lyttelton Recovery Plan and Lyttelton Master Plan were supplied to DCL for background. DCL will provide a further briefing to the Board in early-2018.	None

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
22	<p><b>Outcome</b> Banks Peninsula is a viable place to live and work.</p> <p><b>What the Board will do</b> Provide funding and/or support to local Social Enterprise initiatives.</p> <p><b>We will measure our success by</b> Community funding is allocated to identified priorities.</p>	<p>Community funding has been allocated to groups and projects to further this goal. These include but are not limited to Stoddart Cottage 'activating the spaces', Project Lyttelton activities and events.</p> <p>Funding reports to the Board show the links to the Board's "identified priorities"</p>	None
23	<p><b>Outcome</b> Banks Peninsula is a viable place to live and work.</p> <p><b>What the Board will do</b> Support local Business Associations.</p> <p><b>We will measure our success by</b> Community Board representatives regularly attend meetings of local Business Associations.</p>	<p>The Diamond Harbour community have been supported to update and progress actions identified in their 2013 community-led plan "Getting to the Point". In 2016-17 the Diamond Harbour Community Association (DHCA) worked with the wider community and Council staff to update the community-led plan:</p> <p>(i) recommitting to projects where there was continued enthusiasm (ii) consolidating groups of actions together within subject area themes. The projects range from business development; community information and events; arts and culture, and infrastructure improvements.</p> <p>Landscape and traffic planning expertise has been provided as part of one of these actions which aimed to identify how to make the village centre a vibrant prosperous place with good transport (including pedestrian) connections.</p> <p>After seeking community feedback the updated plan was adopted by the DHCA (March 2017), endorsed by the Community Board (Sept 2017) and presented to Council (Nov 2017).</p> <p>The Little River community have been supported to develop a community plan. "Little River, Big Ideas" outlines a range of important issues that the community faces as well as its aspirations for the future. As a plan of action, its 'Big ideas' contain a range of activities that can be delivered by people working together in Little River, as well as projects that will draw upon the support of other agencies.</p>	None

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
24	<p><b>Outcome</b> Banks Peninsula is a viable place to live and work.</p> <p><b>What the Board will do</b> Advocate for provision of appropriate and affordable social housing.</p> <p><b>We will measure our success by</b> Banks Peninsula is included in the Council and Ōtautahi Community Housing Trust's long term planning for social housing.</p>	<p>The Community Board and the tenants of the Bruce Tce social housing units, have been involved/consulted with about the rebuild of this housing which is underway.</p>	None
25	<p><b>Outcome</b> The Banks Peninsula environment is well-managed, sustained and enhanced.</p> <p><b>What the Board will do</b> Support Reserve Management Committees to undertake work and make decisions on projects in conjunction with staff.</p> <p><b>We will measure our success by</b> Reserve Management Committees' priority projects are included in the Council's budget (Annual/Long Term Plan).</p>	<p>Community Board funding has been set aside to support the coordination of the 15 Reserve Management Committees (RMCs) across Banks Peninsula.</p> <p>Allandale Reserve Management Committee (ARMC) have met with a Landscape Architect to begin the process of preparing an updated Development Plan.</p> <p>The Board advocated for ARMC to receive the full amount of money from the lease of the Transport Yard, as desired. The Council have agreed to allocate the full \$14,500 p.a. to ARMC for the length of the lease.</p> <p>ARMC have been supported in their negotiations with the Council's Project Manager around the repair of the Allandale Hall, in the planning of the Re-Opening Ceremony, internal fit-out of the Hall, septic tank issues and lease/Memorandum of Understanding.</p>	<p>The Board's submission to the LTP will include support for Parks LTP bid for administration support for the RMC.</p>

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
		<p>The Board and staff worked with the Cass Bay Reserve Management Committee to identify drainage issues, and facilitated commitment of Council and volunteer resources to resolve this issue.</p> <p>During 2017 staff worked closely with each Reserve Management Committee to identify priority projects. The Board strongly advocated for Reserve Management Committees' priority projects to be included in the Council's Long Term Plan for 2018/28 at three workshops with Councillors in 2017.</p> <p>The Board received a briefing on the Parks Programme in November 2017, and provided feedback on prioritisation.</p> <p>A draft development plan for the Urumau reserve has been out for community consultation and the results are to be brought to the Board and the Committee for consideration on 29<sup>th</sup> January 2018.</p>	
26	<p><b>Outcome</b> The Banks Peninsula environment is well-managed, sustained and enhanced.</p> <p><b>What the Board will do</b> Advocate that appropriate environmental service levels are set.</p> <p><b>We will measure our success by</b> Appropriate environmental service levels are set.</p>	<p>The Board advocated for appropriate environmental service levels at three workshops with Councillors in 2017.</p>	None
27	<p><b>Outcome</b> The Banks Peninsula environment is well-managed, sustained and enhanced.</p> <p><b>What the Board will do</b> Advocate for service level reporting and monitoring to come to the Community Board.</p>	<p>The Board requested reporting and monitoring on environmental service levels.</p>	None

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
	<p><b>We will measure our success by</b> Service level reports are provided to the Community Board 6-monthly.</p>		
28	<p><b>Outcome</b> The Banks Peninsula environment is well-managed, sustained and enhanced.</p> <p><b>What the Board will do</b> Provide funding and/or support to projects that enhance the natural environment.</p> <p><b>We will measure our success by</b> Funding is allocated to identified environmental priorities.</p>	<p>Community funding has been set aside to support the coordination of the 15 RMCs across the Peninsula.</p> <p>Diamond Harbour Reserve Management Committee (RMC) and the Board successfully advocated for \$20,000 from the Council for a track-building project. The RMC and staff have recently started this project.</p> <p>Diamond Harbour Community Association and the Board successfully advocated for \$10,000 from the Council for a second track-building project. The Association and staff have recently started this project.</p> <p>The Board successfully advocated for \$50,000 from the Council for Banks Peninsula Reserve Management Plans. A consultant has been engaged by the Council, and will start this project in early-2018. A generic reserve management plan will be produced which will be used for those reserves on Banks Peninsula without plans. Information specific to individual reserves will be added to ensure they are comprehensive.</p> <p>The Board received a briefing on the Parks Programme in November 2017, and provided feedback on prioritisation.</p> <p>The Board strongly advocated for priority Banks Peninsula environmental projects to be included in the Council's Long Term Plan for 2018/28 at three workshops with Councillors in 2017. These projects include renewal and development of parks and tracks as well as protection of biodiversity.</p> <p>Funding was provided to the Takamatua Ratepayers Association to support their stream sediment control project.</p>	None

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM SEMINAR 29 <sup>TH</sup> JANUARY 2018
29	<p><b>Outcome</b> The Banks Peninsula environment is well-managed, sustained and enhanced.</p> <p><b>What the Board will do</b> Develop a strategy for working with Papatipu Rūnanga, who as kaitiaki are committed to protecting the health of the land, water, mahinga kai and biodiversity.</p> <p><b>We will measure our success by</b> Strategy for working with Papatipu Rūnanga is developed.</p>	<p>Governance staff have met with the Council’s Cultural Advisers (October 2017) to ascertain the most appropriate way of embarking on this. Suggested that an approach is made directly to Te Kāhui Kahukura. To be discussed with the Board in January/February 2018.</p>	None
30	<p><b>Outcome</b> The Banks Peninsula environment is well-managed, sustained and enhanced.</p> <p><b>What the Board will do</b> Continue to build relationships with environmental organisations and participate in environmental planning forums.</p> <p><b>We will measure our success by</b> Community Board representatives regularly attend meetings of environmental organisations on Banks Peninsula.</p>	<p>The Board appointed a representative to the Whaka-Ora, Healthy Harbour Working Group, which contributed to the development of the Whakaraupō/Lyttelton Harbour Catchment Management Plan from 2016-17.</p> <p>Staff attended and provided feedback in the three meetings hosted by the Whakaraupō/Lyttelton Harbour Partnership to present the draft Whaka-Ora, Healthy Harbour in mid-October 2017.</p> <p>In February 2018 the Board provided feedback to the Council on the draft Whaka-Ora, Healthy Harbour document. (The Council is one of the governing bodies that will approve the final document.)</p>	The Board requests a briefing or memo from Council staff (Parks and Planning) regarding progress on “Sites of Ecological Significance”.

Banks Peninsula Discretionary Response Fund 2017/18		Board Approval
<b>BUDGET</b>	<b>\$54,187.00</b>	
<b>Youth Development Fund</b>		
<i>Allocations made</i>		
Drew Wilson - Outward Bound Course	\$150.00	17/07/2017
Jack Lopas - World Under 23 Rowing Championship in Bulgaria	\$300.00	17/07/2017
Ruby Louise Baynes - Oceania and Asian Optimist Championships in Hong Kong	\$300.00	17/07/2017
Akaroa Area School Board of Trustees towards six students attending NZ Area Schools Sports Tournament (\$150 per student.)	\$900.00	17/07/2017
Laura Simone Anderson - Spirit of Adventure 10 Day Development Course	\$150.00	30/10/2017
<b>Youth Development Scheme Allocated</b>	<b>\$1,800.00</b>	
<b>In Assessment</b>		
	\$ 5,000.00	
<b>In Assessment Balance</b>	<b>\$ 5,000.00</b>	
<b>Declined</b>		
Erin Neufield: 'Sense of Place' study in Akaroa		
<b>Pending Board Approval</b>		
<b>Pending Board Approval Balance</b>	<b>\$ -</b>	
<b>Discretionary Response Fund</b>		
<i>Allocations made</i>		
Governors Bay Community Association	\$2,739.00	28/08/2017
Te Hapu o Ngati Wheke	\$2,000.00	28/08/2017
Okuti Valley Recreation and Sports Club Inc.	\$2,000.00	28/08/2017
Little River Wairewa Community Trust	\$3,000.00	28/08/2017
Little River Jiu Jitsu Club	\$3,000.00	28/08/2017
Banks Peninsula Community Board - Summer with your Neighbours	\$3,000.00	11/09/2017
Banks Peninsula Community Board - ANZAC Day Services	\$2,000.00	11/09/2017
Banks Peninsula Community Board - Community Service Awards	\$3,000.00	11/09/2017
Banks Peninsula Community Board - Reserve Management Activity Costs	\$1,500.00	11/09/2017
Ataahua Reserve Management Committee	\$2,000.00	25/09/2017
Takamatua Ratepayers Association Inc	\$500.00	25/09/2017
Project Lyttelton - 21 Day Challenge	\$850.00	9/10/2017
Little River Craft Station - Information for Visitors Website	\$3,318.00	13/11/2017
Banks Peninsula Presbyterian Church - Banks Peninsula Community Lunches and Community Garden Project	\$1,000.00	13/11/2017
Little River Craft Station Inc. - Website Copy	\$438.00	12/02/2018
Diamond Harbour Youth & Community Trust - Diamond Harbour Youth Project	\$2,400.00	12/02/2018
Canterbury Society of Arts t/a CoCA - 2018 Wakaroa Pigeon Bay Art Trail	\$3,000.00	12/02/2018
<b>Discretionary Response Fund Allocated</b>	<b>\$35,745.00</b>	
<b>TOTAL: Discretionary Response Fund Unallocated</b>	<b>\$16,642.00</b>	

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## 12. 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.