

Te Pātaka o Rākaihautū
Banks Peninsula Community Board
AGENDA

Notice of Meeting:

An ordinary meeting of the Te Pātaka o Rākaihautū/Banks Peninsula Community Board will be held on:

Date: Monday 25 June 2018
Time: 10am
Venue: Akaroa Sports Complex, Akaroa Recreation Ground,
28 Rue Jolie, Akaroa

Membership

Chairperson	Pam Richardson
Deputy Chairperson	Jed O'Donoghue
Members	Felix Dawson
	Tyrone Fields
	Janis Haley
	John McLister
	Tori Peden
	Andrew Turner

19 June 2018

Joan Blatchford
Manager Community Governance, Banks Peninsula/Lyttelton
941 5643
joan.blatchford@ccc.govt.nz

Penelope Goldstone
Manager Community Governance, Banks Peninsula/Akaroa
941 5689
penelope.goldstone@ccc.govt.nz
www.ccc.govt.nz

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted.
If you require further information relating to any reports, please contact the person named on the report.

To view copies of Agendas and Minutes, visit:

<https://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/>

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

TABLE OF CONTENTS

Mihi/Karakia Timatanga.....	3
C 1. Apologies.....	3
B 2. Declarations of Interest.....	3
C 3. Confirmation of Previous Minutes	3
B 4. Public Forum	3
B 5. Deputations by Appointment.....	3
B 6. Presentation of Petitions	3
B 7. Black Cat Cruises - Structures on Akaroa Wharf.....	11
STAFF REPORTS	
C 8. Akaroa Wharf Structures.....	21
C 9. Banks Peninsula Discretionary Response Applications - Banks Peninsula RSA, Project Lyttelton Inc.	35
C 10. Community Board Representation on Outside Organisations and Committees - Review 2018	39
B 11. Elected Members' Information Exchange	43
Karakia Whakamutunga	

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, 11 June 2018](#) be confirmed (refer page 4).

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.

4.1 Banks Peninsula Walking Festival – Suky Thompson

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.

Banks Peninsula Community Board OPEN MINUTES

Date: Monday 11 June 2018
Time: 10am
Venue: Little River Service Centre,
4238 Christchurch-Akaroa Road, Little River

Present

Chairperson	Pam Richardson
Deputy Chairperson	Jed O'Donoghue
Members	Felix Dawson
	Tyrone Fields
	John McLister
	Tori Peden
	Andrew Turner

11 June 2018

Joan Blatchford
Manager Community Governance, Banks Peninsula/Lyttelton
941 5643
joan.blatchford@ccc.govt.nz

Penelope Goldstone
Manager Community Governance, Banks Peninsula/Akaroa
941 5689
Penelope.Goldstone@ccc.govt.nz
www.ccc.govt.nz

To view copies of Agendas and Minutes, visit:
www.ccc.govt.nz/Council/meetingminutes/agendas/index

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

Mihi/Karakia Timatanga: John McLister

The agenda was dealt with in the following order.

1. Apologies

Part C

Community Board Resolved BKCB/2018/00047

Community Board Decision

An apology from Janis Haley for absence was received and accepted.

Tori Peden/Andrew Turner

Carried

2. Declarations of Interest

Part B

There were no declarations of interest recorded.

3. Confirmation of Previous Minutes

Part C

Community Board Resolved BKCB/2018/00048

Community Board Decision

That the minutes of the Banks Peninsula Community Board meeting held on Monday, 28 May 2018 be confirmed.

Tori Peden/John McLister

Carried

4. Public Forum

Part B

4.1 Rima Herber - Street Lighting, Birdlings Flat

John Stroh, resident of Birdlings Flat spoke on behalf of Rima Herber, who was unable to attend.

John reported on a meeting of Birdlings Flat residents, and written feedback that had been received, regarding street lighting in the settlement. Residents had expressed concern about the existing street lighting being too bright and intrusive in terms of observing the night sky, especially the aurora. It was reported that the majority of people canvassed preferred no street lights at all.

The community was now requesting guidance from the Board as to how they could find out further information about this matter.

The Board **requested** that staff follow up with the community in respect of future street lighting for Birdlings Flat, and before any more lighting changes are made.

The Board received the information presented and thanked John for his presentation.

4.2 Laila Aldridge - Lyttelton Harbour Equine Group - Allandale Arena

Laila Aldridge presented to the Board on behalf of the Lyttelton Harbour Equine Group, regarding the section at Allandale Domain which has been designated as a horse training paddock for over 40 years. The group is wanting to develop a covered arena in the paddock and were seeking assistance from the Board to get some structure to the project, because of it being on Council reserve.

The Board **agreed** to ask staff to meet with the Lyttelton Harbour Equine Group to determine a way to progress this proposal.

The Board received the information presented and thanked Laila for her presentation.

4.3 Jean Burford and Mahony May - Diamond Harbour Medical Centre Land Acquisition

Jean Burford and Mahony May spoke to the Board on behalf of the Diamond Harbour Medical Centre Society regarding a past application to acquire the land where the Diamond Harbour Medical Centre is situated. The Society owns the medical centre buildings but currently leases the land from the Council. It wants to expand the centre because of the increases in the local population and the demand for services, and would like to own the land for security of tenure going forward.

The Board **agreed** to ask staff for a briefing on the implications of the Diamond Harbour Medical Centre Society acquiring the land on which the centre is situated.

Following questions from the Board, Jean and Mahony were thanked for their deputation. It was suggested that they collate information to support the need for expansion of the medical centre to assist their cause.

4.4 Geoff Ettrick and Peter Reeves - Fire and Emergency Services - Code of Practice

Geoff Ettrick and Peter Reeves, property owners at Birdlings Flat, spoke to the Board regarding the water supply requirements for firefighting, under the Fire and Emergency Services Code of Practice. Currently a new house in the area must have an additional 45,000 litres of stored water available for firefighting purposes because of being on a restricted water supply. The speakers raised concerns over the cost of this requirement, and the amount of space taken up by the two tanks that were needed. They asked if a community wide approach could be taken to satisfy this requirement and suggested a series of community water tanks.

The Board **requested** a briefing from staff in respect of the firefighting requirements for Banks Peninsula properties on restricted water supplies.

The Board received the information presented and thanked Geoff and Peter for their presentation.

4.5 Wendy Everingham - Volunteering Models

Wendy Everingham presented to the Board on various models of volunteering involving the Christchurch City Council, with the objective of achieving long term outcomes and full commitment from the community.

The Board received the information presented and thanked Wendy for her deputation.

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. Reserve Management Committee

Community Board Resolved BKCB/2018/00049

Staff Recommendation Adopted without Change

Part B

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committee meeting:
 - a. Pigeon Bay Reserve Management Committee – 15 March 2018

Jed O'Donoghue/Tori Peden

Carried

8. Banks Peninsula Board Project Nominations to Discretionary Response Fund Report 2018

Community Board Resolved BKCB/2018/00050

Staff Recommendation Adopted without Change

Part C

That the Banks Peninsula Community Board:

1. Nominates 'Summer with your Neighbours' for \$3,000 as a Board project to be considered for funding from the Banks Peninsula 2018/19 Discretionary Response Fund.
2. Nominates 'Reserve Management Committees' Activities Costs' for \$1,500 as a Board project to be considered for funding from the Banks Peninsula 2018/19 Discretionary Response Fund.
3. Nominates 'ANZAC Day Services' for \$2,000 as a Board project to be considered for funding from the Banks Peninsula 2018/19 Discretionary Response Fund.

Tori Peden/Tyrone Fields

Carried

9. Banks Peninsula Community Board 2017-18 Discretionary Response Fund applications - Diamond Harbour Community Association

Community Board Resolved BKCB/2018/00051

Staff Recommendation Adopted without Change

Part C

That the Banks Peninsula Community Board:

1. Approves a grant of \$1,000 to Diamond Harbour Community Association Inc. towards purchase of a tool shed and installation materials.

John McLister/Felix Dawson

Carried

10. Banks Peninsula Community Board Area Report

Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the Area Update for June 2018.
2. Considers whether to support the Council entering into a proposed Memorandum of Understanding for a pest free Banks Peninsula.

Community Board Resolved BKCB/2018/00052

Part B

That the Banks Peninsula Community Board:

1. Receive the Area Update for June 2018.
2. Agrees to support the Council entering into a proposed Memorandum of Understanding for a pest free Banks Peninsula.
3. Requests information from staff on the programme for clearing vegetation along Dyers Pass Road.
4. Agrees to provide a letter of support for the Little River Wairewa Community Trust for an application to the Rata Foundation.
5. Suggests that the following issues be considered for inclusion in Newsline and the Board newsletter - Lyttelton Festival of Lights details, Public Forum issues raised, Allandale Hall opening, Takapuneke Resource Management Plan, and the idea to 'Adopt a Culvert'.

Tori Peden/Jed O'Donoghue

Carried

11. Elected Members' Information Exchange

11.1 Roothing - Charteris Bay

The Board **requested** an update on the plan for repairing the damage on Charteris Bay Road and Bayview Road, and the ongoing slip issues.

11.2 Tracking Issues

The Board asked for a shared list of 'issues' around the Peninsula, sorted by area and category, in order to keep track of progress. It was noted that the Monthly Actions Report could be collated to serve this purpose.

11.3 River Control / Flooding in Little River

The Board **requested** an updated report on the flood control measures happening around Little River.

11.4 Roothing - Slips

The Board **requested** an update on two large slips, one on Pigeon Bay Road above Duvauchelle and the other at the Akaroa Lighthouse, and asked that the community be informed of what action is taking place.

11.5 Akaroa Cemeteries

Staff undertook to bring information to the Board regarding Akaroa cemeteries after it was reported that a "friends" of the cemeteries group had been formed at a recent public meeting.

11.6 Queens Birthday Honours

It was noted that two Lyttelton residents had received honours in the recent Queens Birthday awards:

- Alison Ross - Queens Service Order (QSO)
- Margaret Jefferies - New Zealand Order of Merit (MNZM)

Board members noted their congratulations to the recipients.

11.7 Obituary

Members reflected on the life of Terence Brocherie and remembered his service as an Akaroa County Councillor and the first Mayor of the Banks Peninsula District along with his contribution to many community organisations.

Karakia Whakamutunga: John McLister

Meeting concluded at 11.57am

CONFIRMED THIS 25th DAY OF JUNE 2018

**PAM RICHARDSON
CHAIRPERSON**

7. Black Cat Cruises - Structures on Akaroa Wharf

Reference: 18/565112

Presenter(s): Liz Carter – Community Board Adviser

1. Purpose of Report

Correspondence has been received from:

Name	Subject
Paul Milligan, Black Cat Cruises	Structures on Akaroa Wharf

2. Staff Recommendations

[That the Banks Peninsula Community Board:](#)

- [1. Receive the information in the correspondence report dated 25 June 2018](#)

Attachments

No.	Title	Page
A ↓	Black Cat Cruises - Structures on Akaroa Wharf	12

www.blackcat.co.nz



Akaroa Harbour Nature Cruises . Swimming With Dolphins . Quail Island Adventures . Diamond Harbour Ferry . Private Charters

Pam Richardson
Chairperson
Banks Peninsula Community Board

1st June 2018

cc: Banks Community Board Members

Re: Black Cat Structures on Akaroa Wharf

Dear Pam,

I believe that the Community Board are once again discussing the Black Cat structures on the Akaroa Main Wharf.

I would like to make a few points for the board members to consider during these discussions and ask that this letter be tabled as correspondence for your upcoming meeting.

I believe that the latest plan submitted by staff to the Community Board is a fair and reasonable outcome. If agreed to, we will effectively be reverting back to what existed prior to the redevelopment.

Throughout this process, I do not believe that Black Cat have been fairly listened to and have often (particularly in the media) been made out to be the bad guys and the ones who have dragged this out for as long as it has taken. This has not been the case and I met with the previous chair of the Community Board in July last year to express my concerns that it was dragging on and that we would be opposed to undertaking this work in the peak of summer.

As it stands there has still been no resolution, so we went through another summer as we were. I now fear that we could be heading in the same direction heading into next summer.

As this work will require further access restrictions to the Main Wharf, we would like to ensure this work is completed by the start of September 2018. Prior to this, we need to allow time for CCC to formalise the decision in writing in the form of a renewed Licence to Occupy, time for us to re-engage our contractors and time for them to mobilise and carry out the work. For this reason, I urge you to provide us with a final decision by the end of June 2018 (giving us two months to complete the work).

Points I would like to raise as to why I believe this proposal is fair to all parties:

The Proposed Plans are essentially what we had prior to the redevelopment

- In fact, the concrete ramp that serviced the old coolstore has been removed, so the encroachment would actually be less than what was previously there
- The only addition is the 2nd sign in the middle of the building
 - This will not encroach any further than anything else
 - This currently helps hide our external Heat-Pump unit
 - The 2x Canopies have been in plans presented to various parties since 2010

The remaining stairs/ramp was installed at the request of the Banks Peninsula District Council

- At a meeting with CCC Staff on 31st October 2017, the owner of the Blue Pearl Building (the other building on the wharf potentially effected by this) raised that the ramps installed on each building were at the request of the Banks Peninsula District Council
- I have no evidence of this – these ramps/stairs were in place prior to Black Cat purchasing the building
- It stands to reason that this would have been the case in an effort to increase accessibility to the buildings

The external ramp to be removed was installed at the request of CCC during the building consent process (2016)

- The initial plans submitted to CCC for consent in March 2016 did not have the ramp outside the building.
- However – this created a step between our showers and changing rooms which was not acceptable
- We were not able to create a ramp of suitable angle etc to meet requirements
- The only option was to raise the floor and add the external ramp
- We did not see this as being an issue as there was previously a concrete ramp in the same location and both us and Blue Pearls had a similar ramp to enable access
- I assume this is the same issue that has forced the Loons in Lyttelton to build a ramp over more than half of the footpath...

The contentious canopies were actually reviewed and accepted by CCC staff and the Akaroa Appearance and Design Committee back in 2012

- We have always been happy to move these canopies (essentially the poles supporting them) in as far as possible.
- This was initially dictated by the new access ramp that can now be removed.
- Reference to these being erected "illegally" is misleading.
- They have been in our plans since 2012.
- Email from CCC staff in March 2012 stating:
 - "we conditionally approve the plans, based on the favourable comments/approval of this Committee"
 - "This committee" is reference to the Akaroa Appearance and Design Committee
- Minutes from the Akaroa Appearance and Design Committee April 2012:
 - The Committee supported the proposal and asked that the applicant seek guidance from the Planning staff regarding signage.
- The signage was not taken back to the Akaroa Appearance and Design committee as one was not in place during our consenting.
- We have agreed to take new plans back to this committee. However, we cannot do so until we have agreement on what structures remain.
- Although the plans referred to above never received final building consent, the plans submitted in 2016 were put on hold by the Consenting team until they received clarification from the leasing team that the plans were ok.
- This would suggest communication within CCC and the acceptance of the plans as they were (including the 3x Canopies).

As stated above, I do not believe anyone would want us carrying out this work and therefore further disrupting access to the wharf over the summer period.

We would like to see this resolved as soon as possible and look forward to hearing from CCC with an outcome.

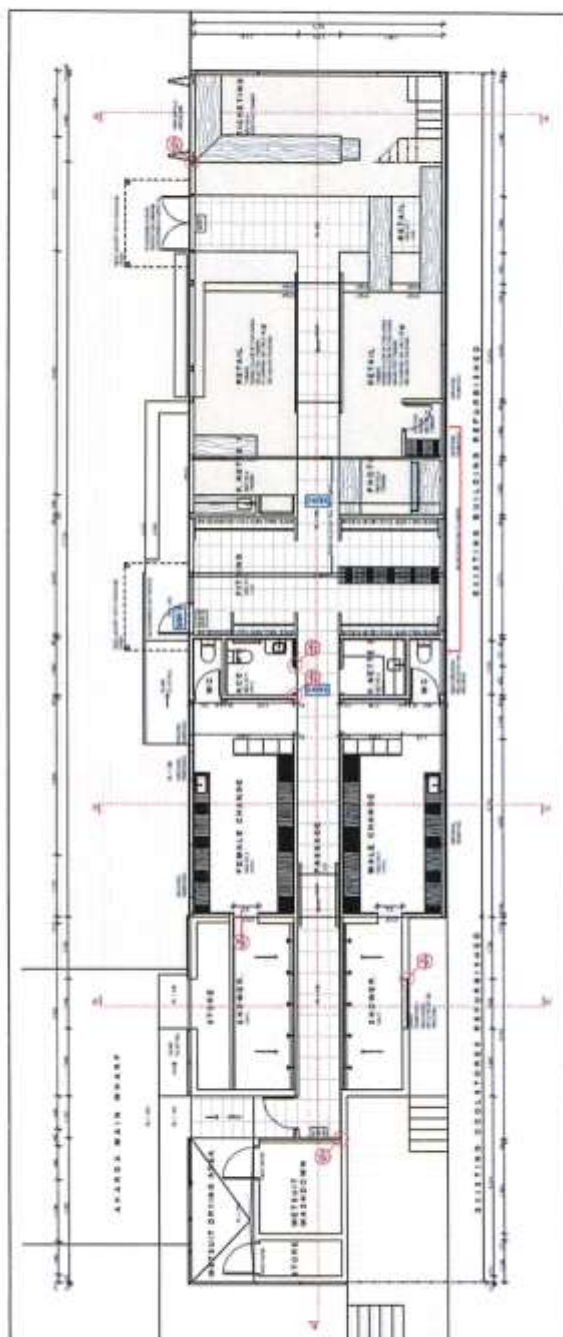
Regards



Paul Milligan
Chief Executive
Black Cat Group

Appendix 1:

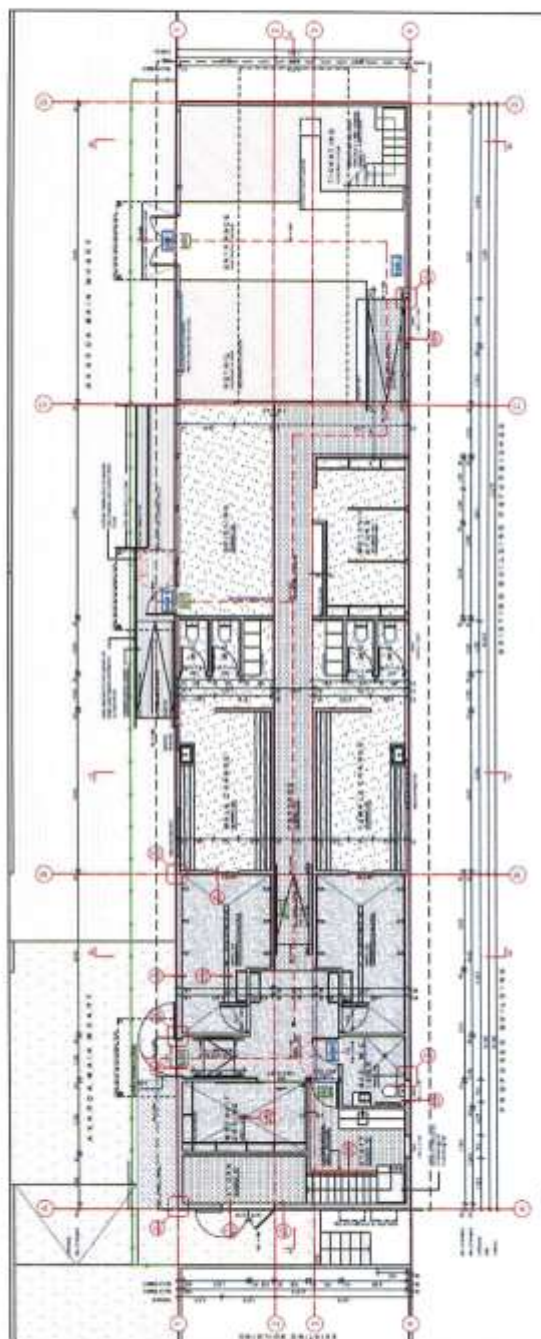
Black Cat Plans submitted for consent (2010)
Showing the 2x Canopies accepted by CCC staff and
Akaroa Appearance and Design Committee



Appendix 2:

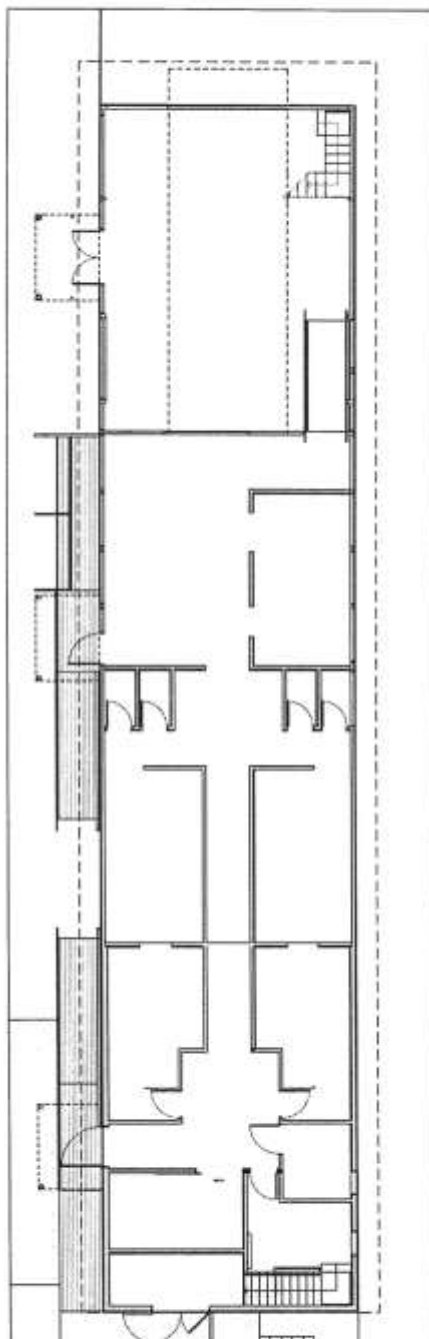
Black Cat Plans submitted for consent (March 2016)

Showing no external ramp



Appendix 3:

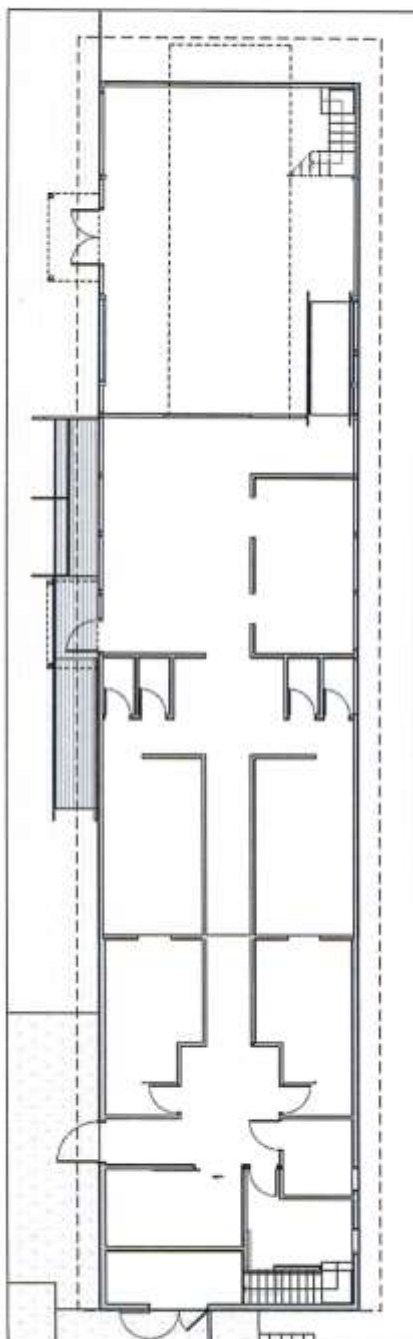
Black Cat Building as completed in October 2016:



Appendix 4:

Black Cat Building as proposed.

Showing the removal of ramp and relocation of 2x Canopies:



Appendix 5:

Photo of ramp built on public footpath in Lyttelton.

Assuming this was done in order to meet accessibility requirements:



8. Akaroa Wharf Structures

Reference: 18/586875

Presenter(s): Bruce Rendall, Head of Facilities, Property and Planning

1. Purpose and Origin of Report

Purpose of Report

- 1.1 The purpose of this report is for staff to report back to the Te Pātaka o Rākaihautū/Banks Peninsula Community Board and for the Board to provide guidance to staff, about structures on the Akaroa Wharf.

Origin of Report

- 1.2 This report is staff generated in response to the expiry of a licence to occupy the Akaroa Wharf, and in response to the Te Pātaka o Rākaihautū/Banks Peninsula Community Board's resolution BKCB/2017/00109:

That the Banks Peninsula Community Board:

1. Resolve to require non authorised structures and furnishings to be removed from the Council owned part of Akaroa Wharf, unless a negotiated settlement in regards to Fisherman's Landing and acceptable to the Board, can be brought back for Board approval by the end of July 2017.
2. Request that staff develop an operations plan for the Wharf in collaboration with commercial users and stakeholders.

2. Significance

- 2.1 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
 - 2.1.1 The matter is primarily of local importance, with little interest from the wider community. It does not impact on any Council services, does not involve any Council expenditure and does not involve a strategic asset.
 - 2.1.2 The community engagement and consultation outlined in this report reflect this assessment.

3. Staff Recommendations

That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board:

1. Request staff to arrange the implementation of the proposal contained in Option 1 of this report, being the following changes to structures adjacent to the Black Cat building on the Akaroa Wharf:
 - a. the complete removal of the western most sign (outside the "old cool store");
 - b. the cutting back of the middle sign and relocation of its support poles so that the support poles are adjacent to the ramp / stairs (and protrude no more than 150 mm beyond the line of the stairs) and the sides of the sign do not protrude beyond the support poles;
 - c. the cutting back of the sign above the main entrance is to be cut back so that it does not protrude beyond the middle sign and the removal of the support poles;
 - d. the proposals for the altered signs be referred to the Akaroa Design and Appearance Committee for comment;

- e. remove the ramp outside the “old cool store” and reinstate the surface to a similar standard to the adjacent concrete surface;
 - f. cut back the hand rails to the briefing room so that the support poles are adjacent to the steps / ramp and the handrails do not protrude more than 150 mm past the line of the steps / ramps; and
 - g. the cost for these changes to be met by Black Cat.
2. Note that the authorised structures will be listed in a new license to gain access and provide support to the structures abutting the wharf.
3. Request staff to include clauses within the new licence to Black Cat:
 - a. requiring the access ramps and steps be used for access only and be kept clear at all times; and
 - b. allowing members of the public, other than staff or customers of Black Cat, to use the access ramps and stairs.

4. Key Points

- 4.1 This report supports the [Council's Long Term Plan \(2015 - 2025\)](#):
 - 4.1.1 Activity: Regional Parks
 - Level of Service: 6.3.5 Provide, develop and maintain facilities to the satisfaction of park users
- 4.2 The following feasible options have been considered:
 - Option 1 – Adopt a negotiated proposal that will see the removal of structures (preferred option)
 - Option 2 – Continue negotiations to form a consensus position
- 4.3 Option Summary - Advantages and Disadvantages (Preferred Option)
 - 4.3.1 The advantages of this option include:
 - Structures that impact on access and public space are removed
 - Compliant disability access to the Black Cat building remains
 - Approved structures are listed in a licence, providing certainty to all parties
 - 4.3.2 The disadvantages of this option include:
 - Minor disruption to wharf users while structures are removed – this is considered tolerable, particularly with appropriate safety arrangements

5. Context/Background

Background

- 5.1 There are a number of structures located on the Akaroa Wharf that have been installed without appropriate approval.
- 5.2 These structures have caused community concern and concern from other wharf users.
- 5.3 Te Pātaka o Rākaihautū/Banks Peninsula Community Board has indicated that it wishes all structures not appropriately approved to be removed, unless staff can negotiate arrangements acceptable to the Board.

- 5.4 Staff have entered into negotiations with the owner of the structures, Black Cat Group 2007 Ltd, and developed a proposal for consideration by the Board.
- 5.5 The Board has received information on the progress of negotiations at its meetings on 30 October 2017, 13 November 2017 and 9 April 2018.
- 5.6 It is now time for staff to seek the Board's formal guidance on the matter.

Proposal

- 5.7 The proposal is:

5.7.1 The seats should remain as they provide amenity to recreational users of the wharf and do not restrict access

5.7.2 Signage

- the western most sign (outside the "old cool store") is to be removed completely;
- the middle sign outside the briefing room is to be cutback with support poles to be adjacent to the ramp / stairs (and protrude no more than 150 mm beyond the line of the stairs);
- the sign above the main entrance is to be cut back and cantilevered so that no poles protrude onto the wharf; and
- the proposals for the altered signs be referred to the Akaroa Design and Appearance Committee for comment before staff approve them under the licence.

5.7.3 Ramps

- the ramp outside the "old cool store" to be removed and the surface reinstated to a similar standard to the adjacent concrete surface;
- the hand rails to the briefing room to be cut back so that the support poles are adjacent to the steps / ramp and the handrails do not protrude more than 150 mm past the line of the steps / ramps; and
- the rubber ramp outside the main entrance remains.

5.7.4 The cost of these changes would be borne by Black Cat, which would also be responsible for obtaining any statutory consents.

5.7.5 These changes have been agreed to by Black Cat.

- 5.8 During the process to get to this point there have been discussions between user groups regarding possible improvements to non-Council owned infrastructure that could assist users. These include changes to the hand rail on the access to the Fisherman's Landing, additional fenders near the Fisherman's Landing to protect both structures and boats and a wash down hose. It would be appropriate for the Community Board to encourage user groups to work together to refine these or similar minor changes, then discuss these changes with Council.
- 5.9 Following an informal briefing of the Board, staff have informed the Akaroa Fishermen's Association about the proposal. The Fishermen's Association has provided feedback (attached) indicating that they wanted the furniture to be removed. While the word 'furniture' was used it is understood that this includes all structures.
- 5.10 The appropriate mechanism for approving the occupation of the wharf is through the licensing process. Any other parties' structures on Council property need to be approved through an appropriate agreement such as a license.
- 5.11 Black Cat Group 2007 Ltd already holds licenses to gain access and provide support to the structures abutting the wharf.

- 5.11.1 The licences relate to “areas” on the wharf, including the Fisherman’s Landing, and do not currently contain a detailed list of structures.
- 5.11.2 These licences have expired and are in over holding, awaiting resolution of this issue.
- 5.11.3 The structures are “unauthorised” because there is not explicit landlord’s approval under the terms and conditions of the licence. The structures have received Council’s regulatory consent. It is possible to obtain regulatory consent without owners’ consent, however, works should not begin until the landlord has given their approval.

Discussion

- 5.12 This matter originated from concerns about the loss of public space on the Akaroa Wharf, particularly in regard to the loss of the Fisherman’s Landing and the encroachment of buildings on to public areas of the wharf.
- 5.13 The proposal addresses these matters. The primary restriction on usable public space comes from the signage support poles. Under the proposal these are either removed or relocated to reduce restrictions.
- 5.14 The two main ramps sit on the wharf structure, and could be perceived as alienating public space. The proposal reduces this perception, through the complete removal of one ramp. As this ramp replaced a previous ramp, there is effectively a minor increase in usable public space. The other ramp would become the sole compliant access point for the building and is able to be used by the public. Licence conditions, such as restricting its use to access only, will reinforce its primary purpose. If it is not used for other activities, such as storage, this will also reduce perceptions that it is private space.
- 5.15 The seats do not impede use of the wharf and provide amenity to the public.
- 5.16 The proposal does not address the question of the Fisherman’s Landing. Changes to the buildings above made boat access to the Fisherman’s Landing very difficult, and this part of the wharf was included in the original scope. Following receipt of a letter from the Fisherman’s Association agreeing to forfeit access (attached), the focus has been on the other structures.
- 5.17 The Fisherman’s Landing arguably does not include any non-authorised structures due to earlier landlord approval of plans.
- 5.18 The Fisherman’s Association has indicated that it wants to see more structures removed. The only remaining changes would be the removal of the seats, remaining permanent access ramp and sign supports. These changes are not considered appropriate as the:
 - 5.18.1 Removal of the seats will remove amenity available to all users of the wharf;
 - 5.18.2 Deletion of the remaining permanent access ramp will render the building non-compliant, with little or no public benefit;
 - 5.18.3 The sign supports help hide unsightly plant. Their removal is likely to lead to an alternative that is less palatable (e.g. plant located on the eastern wall of the building).
- 5.19 The proposal addresses the expressed concerns about the loss of public space. It removes structures that do or could restrict access, while still allowing for compliant disability access and other public benefits to the adjacent building. Given the benefits, officers recommend this position to the Board.

6. Option 1 – Changes to Structures

Option Description

6.1 The proposal is:

6.1.1 The existing seats to remain as they provide amenity to recreational users of the wharf and do not restrict access

6.1.2 Signage

- the western most sign (outside the “old cool store”) is to be removed completely;
- the middle sign outside the briefing room is to be cutback with support poles to be adjacent to the ramp / stairs (and protrude no more than 150 mm beyond the line of the stairs);
- the sign above the main entrance is to be cut back and cantilevered so that no poles protrude onto the wharf; and
- the content and appearance of the altered signs be referred to the Akaroa Design and Appearance Committee for comment.

6.1.3 Ramps

- The ramp outside the “old cool store” to be removed and the surface reinstated to a similar standard to the adjacent concrete surface;
- The hand rails to the briefing room to be cut back so that the support poles are adjacent to the steps / ramp and the handrails do not protrude more than 150 mm past the line of the steps / ramps; and
- The rubber ramp outside the main entrance remains.

6.1.4 The cost of these changes would be borne by Black Cat, who would also be responsible for obtaining any statutory consents.

6.2 The appropriate mechanism for approving the occupation of the wharf is through the licensing process. The licence will list all approved structures, so that it is clear which items have been approved. The licence will also restrict use of approved structures, except the seats, to access and support only.

Significance

6.3 The level of significance of this option is low consistent with section 2 of this report.

6.4 Engagement requirements for this level of significance are consistent with this level of significance.

Impact on Mana Whenua

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

Community Views and Preferences

6.6 There is a community interest in this matter as evidenced by deputations and other correspondence. The views express concern about the loss of public space and restricted access on the wharf.

6.7 There will be sections of the community that will want to see more structures removed than those proposed.

Alignment with Council Plans and Policies

- 6.8 This option is consistent with Council's Plans and Policies, particularly the Marine, River and Lake Facilities Bylaw 2017.

Financial Implications

- 6.9 Cost of Implementation – There are no additional costs to Council to implement this proposal. Responsibility for the cost of changes sits with the licensee. Staff time is required to negotiate the licences, however, this would be required anyway.
- 6.10 Maintenance / Ongoing Costs – There are no ongoing maintenance or other costs

Legal Implications

- 6.11 No additional legal advice is required if this option is adopted.
- 6.12 A licence renewal is required, however, this is a commonplace activity with well tested processes.

Risks and Mitigations

- 6.13 There are no intolerable risks with this option.

Implementation

- 6.14 Implementation dependencies - once the Board has provided guidance, officers can implement this option with no further delays
- 6.15 Implementation timeframe – The licensee had indicated that they wish to complete changes quickly, and before the next visitor season. The only potential hold up relates to the approval of replacement signage by the Akaroa Design and Appearance Committee. This will not hold up the removal of the structures, however, so should not be considered an impediment to making a decision.

Option Summary - Advantages and Disadvantages

- 6.16 The advantages of this option include:
- Structures that impact on access and public space are removed
 - Compliant disability access to the Black Cat building remains
 - Approved structures are listed in a licence, providing certainty to all parties
- 6.17 The disadvantages of this option include:
- Minor disruption to wharf users while structures are removed – this is considered tolerable, particularly with appropriate safety arrangements

7. Option 2 – Continue to Negotiate

Option Description

- 7.1 The Board could decide to continue to negotiate with the aim of achieving a consensus position acceptable to the main affected parties.

Significance

- 7.2 The level of significance of this option is low consistent with section 2 of this report.
- 7.3 This assessment reflects the local nature of the issue, its low financial impact on Council and the small number of people affected by the decision.

Impact on Mana Whenua

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

Community Views and Preferences

- 7.5 There is a community interest in this matter as evidenced by deputations and other correspondence. The views express concern about the loss of public space and restricted access on the wharf.
- 7.6 There will be sections of the community that may want to see this option adopted as it could result in more structures removed than those proposed.
- 7.7 This option will result in further delay and uncertainty, and this may upset those members of the community who expressed concern about the length of time taken to reach a decision

Alignment with Council Plans and Policies

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

Financial Implications

- 7.9 Cost of Implementation – There are no significant additional costs to Council to implement this proposal. Responsibility for the cost of changes sits with the licensee. Staff time is required to negotiate further changes.
- 7.10 Maintenance / Ongoing Costs – There are no ongoing maintenance or other costs

Legal Implications

- 7.11 No additional legal advice is required if this option is adopted.
- 7.12 A licence renewal is required, however, this is a commonplace activity with well tested processes.

Risks and Mitigations

- 7.13 There is a risk of that this approach will cause further delays as consensus may not be possible. This may result in further negative perception.
- 7.13.1 Residual risk rating: The residual rating of the risk after the below treatment(s) is implemented will be medium.
- 7.13.2 Council has limited tools to encourage consensus. Use of the few tools it has (such as not renewing the licence) may have consequences (e.g. legal action) greater than the benefits sought.

Implementation

- 7.14 Implementation dependencies - once the Board has provided guidance, officers can implement this option with no further delays
- 7.15 Implementation timeframe – As this option involves the cooperation of other parties, Council would have no control on the timeframes

Option Summary - Advantages and Disadvantages

- 7.16 The advantages of this option include:
- Consensus is reached
- 7.17 The disadvantages of this option include:
- Additional time required

- A consensus position may not be reached

Attachments

No.	Title	Page
A ↓	Attachment 1 Feedback from the Akaroa Fishermen's Association on Proposal	29
B ↓	Attachment 2 Fishermen's Association Letter about the Fishermen's Landing	32

Confirmation of Statutory Compliance

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

(a) This report contains:

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

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

Signatories

Author	Bruce Rendall - Head of Facilities, Property & Planning
Approved By	Anne Columbus - General Manager Corporate Services

Meeting with Fisherman's Association

Monday 30 April 2018 – 7pm Grand Hotel – Akaroa

Present - Approx 14 members of the Fisherman's Association

Janis Haley – Community Board Member

Penelope Goldstone – Manager Community Governance

Jeff Woodham – Leasing Consultant

The meeting was called by John Wright (Fisherman) at the request of Jeff Woodham so that the feedback from the Fisherman's Association could be gathered prior to a Community Board meeting where Bruce Rendall would seek the Community Board's guidance in dealing with the unauthorised Blackcat structures on the Council owned wharf structure. The Community Board had requested this feedback prior to their meeting with Bruce on 14 May 2018.

Attached is a copy of the minutes of the meeting, kindly provided by Craig Rhodes & re-produced here with his permission.

In summary of the meeting, the Fisherman's Association voted to have the furniture removed from the wharf.

AKAROA FISHERMANS ASSOCIATION 2018

"SPECIAL MEETING"

DATE- 30th April 2018 at the Grand Hotel. Meeting open at 7.00pm.

PRESENT - Geoff Woodam, Penelope Goldstone, Hugh Waghorn, Pip Waghorn, George Waghorn, John Wright, Jason Wright, Julian Yates, Craig Rhodes, Murray Kiely, Garry Jamison, Craig Rhodes, Steven Hamilton, Wei Tainui, Tim Richardson, Charl Chaney, Janice Hayley.

APOLOGIES - Otto Roessink, Hamish Menzies, Pip Journeaux

GENERAL BUSINESS -

1. **Furniture on the Wharf** - John raised the issue with Geoff over furniture on the wharf that is not legally allowed to be there. Geoff agreed that the furniture is not consented to be to be there. Geoff also stated that the overhang from the Black Cat building should also not be there. He fought the consent to have the overhang pulled in, but to no avail. Geoff's purpose of attending this meeting is to take the Akaroa's Fishermans Associations view's back to his meeting.
2. Penelope Goldstone will take back to the community board our issues regarding un-consented furniture on the wharf being removed.
3. Charl Mentioned his disappointment that Paul Milligan or someone in senior management from Black Cat did not attend the meeting. With no disrespect to Julian but he feels like we are getting no where.
4. Hugh bought up a letter dated July 2017 the we sent to the Council. In this letter we forfeited the Fishermans landing but in return we wanted all furniture on the wharf including overhanging signage removed. We also wanted our plan on the wharf upgrade implemented. Penelope explained the process into the new wharf build which will be a consultation process involving the whole community.
5. Charl mentioned the Health and Safety issues on the wharf and the fact that it is not up to scratch. He believes that the council is not taking the issue seriously.
6. Murray asked Geoff where are we up to at getting the furniture removed off the wharf? Geoff said at the moment that Black Cat are proposing to return their signage back to as it was before the renovations. Julian also stated that Paul Milligan will spend Black Cat money on replacing the fisherman's landing.
7. John called for a vote from the Association in regard to having the furniture removed from the wharf. All members voted for for having the furniture removed.

8. John asked that the \$10.5 million dollars purposed for the new wharf build not to be wasted on consulting fees.

Meeting closed - 8.20pm.

Meeting Closed 9.00pm

John will advise us of next meeting date.

Item 8

Attachment A

The Fisherman's Assoc

Akaroa 7520

2nd July, 2017



Christchurch City Council

PO Box 73011

Christchurch 8154

Dear Sir/Madam

At the meeting of The Fisherman's Assoc, on 28th June 2017 we agreed unanimously to forfeit the Fisherman's Landing on the south side of the main Akaroa Wharf between the two buildings. Without removing the building, there is no advantage or practical use for this site.

The Fisherman's Assoc would consider using the East side of the South Landing with the implementation of a sign that reads, "Commercial Fishers have preferential use of this Landing", and a new wash down hose.

The Fisherman's Assoc would like to be part of any future discussion on development or variation to the existing Wharf.

We have included a blue print for future improvements of our facility regarding the 10.5 million Wharf upgrade to future proof this facility for generations to come. We would like to see the planning for this to start immediately. Stage One, being the New High Load Commercial Extension on the North Side.

You will notice our desire to have an area that will allow large trucks to accommodate vessels to load and unload produce and would exclude the general Public while in use, allowing access to the remainder of the wharf. We would like facilities to offload sewage from tourist vessels, to have the ability to have petrol as well as diesel fuelling stations and a permanent site for Murphy's Seafood to sell fresh fish directly to the Public.

This broadly outlines the views of The Fisherman's Assoc and is a good starting point to begin planning for the future.

Yours faithfully

The Fisherman's Assoc





9. Banks Peninsula Discretionary Response Applications - Banks Peninsula RSA, Project Lyttelton Inc.

Reference: 18/558231

Presenter(s): Philipa Hay (Community Development Adviser)

1. Purpose and Origin of Report

Purpose of Report

- 1.1 The purpose of this report is for the Banks Peninsula Community Board to consider applications for funding from its 2017/18 Discretionary Response Fund from the organisations listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
57733	Banks Peninsula Branch Returned Services Association	Armistice Day 100 th Anniversary	\$3,000	\$1,500 + \$1,000
58233	Project Lyttelton Inc.	Lyttelton Youth Group - Youth Sessions	\$2,168	\$1,815

Origin of Report

- 1.2 This report is staff generated as a result of applications being received.

2. Significance

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

3. Staff Recommendations

That the Banks Peninsula Community Board:

- Approves a grant of \$1,500 to the Banks Peninsula Branch Returned Services Association towards Armistice Day 100th Anniversary commemorations and approves a sum of \$1,000 to underwrite any additional expenses for the event, excluding food.
- Approves a grant of \$1,815 to Project Lyttelton Inc. towards wages, venue hire and training for youth sessions at the Lyttelton Recreation Centre.

4. Key Points

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

Total Budget 2017/18	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$54,187	\$42,120	\$12,067	\$7,752

- 4.2 Based on the current Discretionary Response Fund criteria, the applications listed above are eligible for funding.
- 4.3 The attached Decision Matrix provides detailed information for the application. This includes organisational details, project details, financial information and a staff assessment.

Attachments

No.	Title	Page
A ↓	Banks Peninsula RSA - Armistice Day 100th Anniversary - DRF Decision Matrix	37
B ↓	Project Lyttelton - Lyttelton Youth Group Youth Sessions - DRF Decision Matrix	38

Confirmation of Statutory Compliance

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

(a) This report contains:

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

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

Signatories

Author	Philipa Hay - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa

2017/18 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

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

57733	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Banks Peninsula Branch Returned Services Association	<p>Armistice Day 100th Anniversary</p> <p>The Banks Peninsula RSA intends to conduct a community service at the Akaroa War Memorial to commemorate the 100th Anniversary of the signing of the Armistice at 1100 hours on the 11th November 1918. All residents from communities across Banks Peninsula will be invited to attend.</p> <p>Contribution is sought towards event costs, advertising, stationery, refreshments and transport for Christchurch based Akaroa veterans.</p>	<p>\$ 3,000</p> <p>Requested</p> <p>\$ 3,000</p> <p>(100% requested)</p>	<p>Advertising - \$300</p> <p>Invitations to Dignitaries (stationery, postage) - \$100</p> <p>Site preparation, seating, dais, lectern etc - \$200</p> <p>Sound system - \$200</p> <p>Music production - \$200</p> <p>Bugler - \$250</p> <p>Piper - \$150</p> <p>Wreaths (white flowers) - \$150</p> <p>Order of service sheets (Design) - \$100</p> <p>Order of service sheets (printing) - \$450</p> <p>Transport for less mobile veterans in Christchurch and Akaroa - \$400</p> <p>Refreshments (Tea/coffee, biscuits) - \$300</p> <p>Miscellaneous expenses - \$200</p>	<p>\$ 1,500 + \$1,000</p> <p>That the Banks Peninsula Community Board approves a grant of \$1,500 to the Banks Peninsula Branch Returned Services Association towards Armistice Day 100th Anniversary commemorations and approves a sum of \$1,000 to underwrite any additional expenses for the event, excluding food.</p>	2
<p>Organisation Details</p> <p>Service Base: NA</p> <p>Legal Status: Informal (but a formally constituted association)</p> <p>Established: 1/01/1919</p> <p>Target Groups: Banks Peninsula Communities</p> <p>Annual Volunteer Hours: 296</p> <p>Participants: 1,550</p> <p>Alignment with Council Strategies</p> <ul style="list-style-type: none">Strengthening Communities <p>Alignment with Board Objectives:</p> <ul style="list-style-type: none">The cultural...heritage of Banks Peninsula is acknowledged, valued and enhanced: This event will mark 100 years since the signing of the WW1 Armistice in 1918 and will acknowledge the sacrifice of those on the Peninsula. <p>CCC Funding History - Nil</p> <p>Other Sources of Funding - Nil</p>			<p>Staff Assessment</p> <p>The Banks Peninsula RSA (BPRSA) is requesting funding for costs to conduct a service open for all Banks Peninsula communities at the Akaroa War Memorial on 11 November 2018, marking the centenary of the World War I Armistice. Formalities will include an address from a guest speaker, readings and prayers from a padre, the singing of hymns and laying of wreaths followed by refreshments. Costs for this historic day will include advertising for the event, hiring of equipment, stationery for official invitations and orders of service, an experienced bugler and piper, and transport for now Christchurch-based Akaroa veterans.</p> <p>The event is being organised by the Committee of the Banks Peninsula RSA (six people, volunteers) on behalf of the community. The initial planning is only in concept. All costings are indicative estimates only as planning will be fully expanded once financial assistance has been secured (therefore dependent on the outcome of this funding application).</p> <p>This day marks the 100 years since the signing of the Armistice that ended World War 1 and commemorates the sacrifice of those who died. As stated at the BPRSA's Annual General Meeting held on 22 February 2018, the Armistice was a significant date in New Zealand's history and the centenary commemoration service "needs to be different from an ANZAC service". The group holds a small remembrance service each 11 November, and the annual ANZAC service is organised by Christchurch City Council staff and is funded as a Banks Peninsula Community Board project.</p> <p>The Okains Bay Museum was planning an event to mark this day, but has indicated an alteration to complement the Akaroa event since it was made aware that the BPRSA was planning its event.</p> <p>The BPRSA is a formally constituted Association as a Sub Branch of the Christchurch Memorial RSA and operates under the National organisation, RNZRSA.</p> <p>The group considers a service in Akaroa to be "a fitting tribute to the social ideology of our forebears, but more particularly "to those who sacrificed their youth in the service of their country."</p>			

2017/18 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

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

58233	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Project Lyttelton (PL) Incorporated	Lyttelton Youth Group - Youth Sessions Employing a trained youth worker to work with young people (Year 7 up to 20 years) will enable young people to gather, connect and participate in activities at the Lyttelton Recreation Centre (LRC) and Lyttelton area. Volunteers currently facilitate the regular youth sessions. This request covers the timeframe until September after which 2018/19 Strengthening Communities grants are valid. Contribution is sought towards wages, venue hire, training.	\$ 2,418 Requested \$ 2,168 (90% requested)	Wages - \$1,818 Training/Upskilling - \$200 Venue Hire - \$400	\$ 1,815 That the Banks Peninsula Community Board approves a grant of \$1,815 to Project Lyttelton Inc. towards wages, venue hire and training for youth sessions at the Lyttelton Recreation Centre.	2

Organisation Details

Service Base: The Portal, 54 Oxford Street,
Legal Status: Incorporated Society; established 3/02/1994
Target Groups: Community development, Lyttelton Harbour & City
Networks: Aranui Community Trust Inc. (ACTIS); Interns (UC, Lincoln, Otakaro Orchard; Lyttelton Community House, Orton Bradley Park, Whakaraupo Carving Centre, Lyttelton Club, Lyttelton Primary School.

Annual Volunteer Hours: 4,056

Alignment with Council Strategies

- Strengthening Communities; Youth Policy

Alignment with Board Outcomes

- Local communities are well-connected & supported by easily accessible community facilities: LYG enables young people to meet, build/maintain relationships, learn and develop skills.

CCC Funding History

2017/18 - \$80,000 (Community Activation Project Yr1 of 2) CRPF
2017/18 - \$850 (21 Day Challenge) DRF
2017/18, 2016/17, 2015/16 - \$1,500 (Strange Bedfellows) CC
2017/18 - \$18,000 (Activities and Events Yr1 of 3) SCF
2017/18, 2016/17, 2015/16 - \$20,000 (Festival of Lights) EFF
2016/17 - \$2,000 (Community Garden/Camera replacement) DRF
2016/17, 2015/16 - \$14,550 (Building Capacity) KLP
2016/17 - \$500 (Waste Park) SGF

2016/17 - \$4,000 (SummerFest) SCF
2015/16 - \$2,733 (SummerFest) CC
2015/16 - \$1,000 (Garage Sale Refit); \$673 (TimeBank Lifeguards); \$5,730 (Community Garden/Grow Hbr Kids) DRF
Other Sources of Funding – Participant contribution - \$250

Staff Assessment

The Lyttelton Youth Group (LYG) started meeting towards the end of 2017, with weekly sessions facilitated by volunteers. PL has found that the load for these volunteers is too great since the weekly sessions have become established and numbers have increased from four to 20 participants aged Year 7 up to 20 years. PL is seeking funding to employ a youth worker (YW) five hours per week to drive the programme now as the situation is seen as urgent.

LYG meets at the Lyttelton Recreation Centre (LRC). The YW role will provide appropriate practical and emotional support to participants helping to develop skills to make positive changes and will give guidance in health, education, training and employment. PL aims to increase the programme from their current one session a week (3.30pm-5.30pm) to two. Volunteers will continue to support during these sessions.

The need for LYG became evident after the closure of the Lyttelton Youth Centre meant that young people no longer had a dedicated space to meet, network and connect. The need was emphasised with evidence of young people accessing LRC and its equipment unlawfully. With no secondary school in Lyttelton, Year 9-13 students attend different high schools around the city. This project established a group where young people could continue to reconnect with each other. All of these issues highlighted the importance to have LRC more available for young people, and LYG to provide them with a voice, to get involved in supporting local events, to have a sense of belonging about the space, to be a positive influence and to act as mentors.

At this stage LYG meets for informal activities organised and planned by the participants, has been involved in key community projects - notably the successful opening of the skate park which it ran, and the LYG advisory group has had its first meeting and sought advice from the Canterbury Youth Workers Collective to steer the quality of participation.

10. Community Board Representation on Outside Organisations and Committees - Review 2018

Reference: 18/614879

Contact: Liz Carter

Community Board Advisor

941 5682

1. Purpose and Origin of Report

Purpose of Report

- 1.1 The purpose of this report is for the Te Pātaka o Rākaihautū/Banks Peninsula Community Board to review the appointment of Community Board representatives and liaison persons, and make appointments on behalf of the Council, to local outside organisations and committees.

Origin of Report

- 1.2 This report is staff generated in response to the resignation of Christine Wilson from the Community Board and the subsequent election of Tyrone Fields in the Lyttelton subdivision of the Banks Peninsula Community Board.

2. Significance

- 2.1 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
- 2.1.1 The level of significance was determined by staff assessment.
- 2.1.2 The consultation outlined in this report reflects the assessment.

3. Staff Recommendations

That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board review the following appointments to outside organisations and committees for the 2016/19 term:

1. Appointment of a member of the Community Board, or other person, to the following bodies, as the Council's representative (or one of the Council's representatives) on that body, and in the case of the Orton Bradley Park Board, two members:

- Diamond Harbour and Districts' Health Support Group – Pam Richardson
- Lyttelton Historical Museum Board – Jed O'Donoghue
- Halswell River Rating District Committee – Pam Richardson
- Okains Bay Maori and Colonial Museum Trust – Andrew Turner
- Orton Bradley Park Board (3) – Felix Dawson, Barry Bowater, Bill Studholme*
- Summit Road Protection Authority – Jed O'Donoghue*

*Appointed 13 March 2017

2. Appointment of a member of the Board to the following bodies as the Council's representative on those bodies:

- Rural Canterbury Primary Health Organisation – Pam Richardson
- Banks Peninsula Pest Liaison Committee – John McLister

Appointment of a representative on the following bodies:

- Akaroa Community Health Trust – Pam Richardson
- Banks Peninsula War Memorial Society (Chairperson + Councillor)
- Banks Peninsula Ecological Study Steering Group – No appointment
- Keep Christchurch Beautiful – No appointment
- Port Liaison Committee – John McLister
- Stoddart Cottage Trust – John McLister
- Whakaraupō / Lyttelton Harbour Catchment Plan Working Group – Jed O'Donoghue
- Takapuneke Reserve Management Plan Project Team – Pam Richardson

3. Appointment of a liaison person to the following committees and outside organisations:

Reserve Management Committees

- Allandale Reserve Management Committee – John McLister
- Ataahua Reserve Management Committee - Tori Peden
- Awa-iti Reserve Management Committee – Tori Peden
- Cass Bay Reserve Management Committee - **Vacancy**
- Diamond Harbour Reserve Management Committee – Felix Dawson
- Duvauchelle Reserve Management Committee – Janis Haley
- Garden of Tane Reserve Management Committee – Janis Haley
- Le Bons Bay Reserve Management Committee – Janis Haley
- Little Akaloa Reserve Management Committee – Pam Richardson
- Lyttelton Recreation Ground Reserve Management Committee - **Vacancy**
- Lyttelton Reserves Management Committee – Jed O'Donoghue
- Okains Bay Reserve Management Committee – Pam Richardson
- Pigeon Bay Reserve Management Committee – Pam Richardson
- Robinsons Bay Reserve Management Committee – Pam Richardson
- Stanley Park Reserve Management Committee – Janis Haley

Residents Associations

- Cass Bay Residents Association - **Vacancy**
- Charteris Bay Residents Association – John McLister
- Church Bay Neighbourhood Association – John McLister
- Corsair Bay Residents Association - **Vacancy**
- Diamond Harbour Community Association – Felix Dawson
- Governors Bay Community Association – John McLister
- Lyttelton Residents' Association – Jed O'Donoghue
- Port Levy Residents' Association – Felix Dawson
- Purau Residents Association – Felix Dawson
- Takamatua Residents Association – Pam Richardson
- Wainui Residents Association – Pam Richardson

Community Organisations

- Age Concern Canterbury – No appointment
- Akaroa District Promotions – Janis Haley
- Akaroa Resource Collective Trust – Janis Haley
- Akaroa/Wairewa Health Steering Committee – Pam Richardson
- Banks Peninsula Conservation Trust – Andrew Turner
- Banks Peninsula Water Management Zone Committee - **Vacancy**
- Friends of The Gaiety – Janis Haley
- Grubb Cottage Trust (2) – Jed O'Donoghue + **Vacancy**
- Little River Community Centre Committee – Tori Peden
- Little River Rail Trail Trust – Tori Peden

- Little River-Wairewa Community Trust – Tori Peden
- Lyttelton Business Association - Vacancy
- Lyttelton Community House Trust - Vacancy
- Lyttelton Harbour and Bays Youth Council (2) – 2 x Vacancies
- Lyttelton Harbour-Whakaraupō Issues Working Party - Vacancy
- Lyttelton Information Centre - Vacancy
- Neighbourhood Support Canterbury – Tori Peden
- Okuti Hall Committee – Tori Peden
- Pigeon Bay Community Hall Committee – Pam Richardson
- Project Lyttelton - Vacancy
- Summit Road Society – Jed O'Donoghue
- Summit Road Advisory Committee – Jed O'Donoghue

4. Key Points

- 4.1 Community Boards traditionally appoint members to various outside organisations and committees to be the point of contact for those groups. The role of the Community Board Liaison is to enable free flowing two way information sharing between elected members and community organisations. Members thus appointed should use the Members' Information Exchange part of the agenda to provide relevant feedback to the Board.
- 4.2 Generally the Community Board will appoint a Community Board Liaison person to a group that is considered to represent and/or play a key role in projects and issues, and is included in supporting community engagement of the same, to a wider geographic area or specific sector of the community. These projects and or issues will be significant to the ward and relate back to the Council's Long Term Plan, Annual Plan and Community Board Plan.
- 4.3 The Council has delegated to the Banks Peninsula Community Board the power to appoint a member of the Board, or in some cases another person, to some specific bodies. These are listed under sections 1 -2 of the Staff Recommendation.
- 4.4 The community groups and bodies concerned will be advised of any changes to the appointment of the Board representative, or liaison person.

5. Context/Background

Current Arrangements

- 5.1 The Community Board made appointments to the positions listed in the Staff Recommendation at its meeting on 14 November 2016. In some instances the Board chose not to make any appointment.
- 5.2 The resignation of Christine Wilson from the Board has created vacancies, as listed in the Staff Recommendation.

Attachments

There are no attachments for this report.

Confirmation of Statutory Compliance

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

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and

- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.
- (b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

Signatories

Author	Liz Carter - Community Board Advisor
Approved By	Joan Blatchford - Manager Community Governance, Banks Peninsula/Lyttelton Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa

11. Elected Members' Information Exchange

This item provides an opportunity for Board Members to update each other on recent events and/or issues of relevance and interest to the Board.