

**Te Pātaka o Rākaihautū**  
**Banks Peninsula Community Board**  
**AGENDA**

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**Notice of Meeting:**

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

**Date:** Monday 9 July 2018  
**Time:** 10am  
**Venue:** Akaroa Sports Complex, Akaroa Recreation Ground,  
28 Rue Jolie, Akaroa

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**Membership**

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

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**4 July 2018**

Joan Blatchford  
Manager Community Governance, Banks Peninsula/Lyttelton  
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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, 25 June 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.

There were no public forum speakers registered at the time the agenda was prepared.

### 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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## Te Pātaka o Rākaihautū Banks Peninsula Community Board OPEN MINUTES

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

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**Present**

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

---

21 June 2018

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

**Mihi/Karakia Timatanga:** John McLister

The agenda was dealt with in the following order.

**1. Apologies**

**Part C**

There were no apologies received.

**2. Declarations of Interest**

**Part B**

Tyrone Fields declared an interest in Item 9 of the agenda - Banks Peninsula Discretionary Response Application – Banks Peninsula RSA, Project Lyttelton Inc.

**3. Confirmation of Previous Minutes**

**Part C**

**Community Board Resolved BKCB/2018/00053**

**Community Board Decision**

That the minutes of the Banks Peninsula Community Board meeting held on Monday, 11 June 2018 be confirmed.

Andrew Turner/Felix Dawson

**Carried**

**4. Public Forum**

**Part B**

**4.1 Suky Thompson - Banks Peninsula Walking Festival**

Suky Thompson, Donald Matheson, Sue Church and Hollie Hollander gave a presentation to the Board and provided information regarding the Banks Peninsula Walking Festival.

The Chairperson thanked the attendees for their presentation.

**4.2 Victoria Andrews - Childrens Bay Walkway**

Victoria Andrews showed photographs and spoke to the Board regarding the slipperiness of the boardwalk on the Childrens Bay Walkway, which she believed was a health and safety hazard. She also reported that stormwater from Childrens Bay Road was flowing down onto the walkway making some parts very wet and muddy.

The Chairperson thanked Ms Andrews for her presentation.

**Part B**

The Board agreed to ask staff to investigate the slippery surfaces and stormwater runoff on Childrens Bay Walkway.

## **5. Deputations by Appointment**

**Part B**

### **5.1 John Wright - Akaroa Wharf Structures**

John Wright spoke to the Board on behalf of the Akaroa Fishermens Association regarding the report at Clause 8 of the agenda. He was joined by Victoria Andrews who noted that she would only comment on process relating to this matter, as she did not want to prejudice her position as a member of the Akaroa Design and Appearance Advisory Committee, which could have Akaroa Wharf structures plans referred to it for comment.

Mr Wright tabled a number of documents in support of his deputation. He explained the concerns of the Association over the private use of public space on the wharf and what appeared to be a discrepancy in the way that the Council treated matters of non-compliance. He reported that Association members had voted to ask that all the unlicensed structures on the wharf be removed.

The Board was also informed that the Fishermens Association had asked that priority use of the eastern side of the southern pontoon on the wharf be assigned to commercial operators.

**Part B**

That the Banks Peninsula Community Board:

1. Receives the information presented in the deputation.
2. Thanks John Wright and Victoria Andrews for their deputation.

## **6. Presentation of Petitions**

**Part B**

There was no presentation of petitions.

## **7. Black Cat Cruises - Structures on Akaroa Wharf**

**Community Board Resolved BKCB/2018/00054**

**Original Staff Recommendation Adopted without Change**

**Part B**

That the Banks Peninsula Community Board:

1. Receive the information in the correspondence report dated 25 June 2018

Tori Peden/Janis Haley

**Carried**

## 8. Akaroa Wharf Structures

### Board Comment

In recognition of the level of community concern over this matter, the Board wished to ensure the return of public space on the wharf and clear access for all wharf users, including emergency vehicle access, whilst also ensuring that the Black Cat building could provide compliant disabled access.

### Staff Recommendations

That the 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 pole 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 licence 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.

### Community Board Resolved BKCB/2018/00055

### Part C

That the Banks Peninsula Community Board:

1. Request staff to arrange the implementation of 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 complete removal of the middle sign.



- c. the cutting back of the sign above the main entrance and the removal of the support poles;
  - d. the proposals for the altered sign over the main entrance and the relocation of the heat pump 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. remove the middle ramp and reinstate the surface
  - g. remove the seats outside the main entrance
  - h. 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. The Board expects that the above outcomes will be achieved within three months. In the event that this is not achieved, that staff report further to the Board.

Andrew Turner/Pam Richardson

Carried

#### **8.1 Akaroa Wharf – Commercial Users Priority**

##### **Community Board Resolved BKCB/2018/00056**

###### **Part B**

That the Banks Peninsula Community Board:

1. Requests that staff report on a proposal to have priority use of the eastern side of the southern pontoon on the Akaroa Wharf assigned to commercial users.

John McLister/Janis Haley

Carried

#### **8.2 Marine Facilities Delegations**

##### **Community Board Resolved BKCB/2018/00057**

###### **Part B**

That the Banks Peninsula Community Board:

1. Request that consideration be given, as part of the delegations review, to delegating authority to Community Boards for matters relating to marine facilities licences.

Jed O'Donoghue/Janis Haley

Carried

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

##### **Community Board Resolved BKCB/2018/00058**

**Original Staff Recommendation Adopted without Change**

## Part C

That the Banks Peninsula Community Board:

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

John McLister/Janis Haley

Carried

Tyrone Fields declared an interest in this matter and did not take part in the discussion or voting thereon.

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

### Staff Recommendations

That the 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 Councils 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

### Community Board Resolved BKCB/2018/00059

#### Part C

That the Banks Peninsula Community Board make the following appointments to outside organisations and committees for the balance of the 2016/19 term:

##### **Reserve Management Committees** – liaison person

- Cass Bay Reserve Management Committee - Tyrone Fields
- Lyttelton Recreation Ground Reserve Management Committee – Tyrone Fields

##### **Residents Associations** – liaison person

- Cass Bay Residents Association – Tyrone Fields
- Corsair Bay Residents Association – Tyrone Fields

##### **Community Organisations** – liaison person

- Lyttelton Business Association - Andrew Turner
- Lyttelton Community House Trust – Tyrone Fields
- Lyttelton Harbour and Bays Youth Council (2) – Tyrone Fields
- Lyttelton Information Centre – Andrew Turner
- Project Lyttelton – Tyrone Fields
- Summit Road Society – Tyrone Fields

Jed O'Donoghue/Tyrone Fields

Carried

The meeting adjourned at 11.37am

The meeting reconvened at 11.53am

## 11. Elected Members' Information Exchange

### Part B

Board members exchanged information on matters of current interest.

#### 11.1 Parking - Akaroa Service Centre

### Part B

The Board requested that staff investigate the installation of a P5 parking space on Rue Balguerrie, adjacent to the Akaroa Service Centre.

## 11.2 Liquor Licensing

### Part B

The Board requested an update from staff on the Liquor Licensing rules so that Board members could better understand the current regulations.

Meeting concluded at 12.45pm.

CONFIRMED THIS 9th DAY OF JULY 2018

PAM RICHARDSON  
CHAIRPERSON



## 7. Head to Head Walkway Working Party Notes - 19 March 2018

Reference: 18/617507

Presenter(s): Joan Blatchford, Community Governance Manager

### 1. Purpose of Report

The notes from the meeting of the Head to Head Walkway Working Party meeting held on 19 March 2018 have been received, including the following recommendations to the Community Board:

- 1.1 That the Head to Head Walkway Working Party request that the Banks Peninsula Community Board recommend to Council that all the place names on all parks and reserves signage on the Banks Peninsula be bi-lingual (Māori/English), and that Council consider extending this to all parks and reserves in Christchurch.
- 1.2 That the Head to Head Walkway Working Party request that the Banks Peninsula Community Board manage maintenance for the Head to Head Walkway come under local contractors, with appropriate contract and budget. And, that the Community Board advocate for this and appropriate service levels, through its submission to the Long Term Plan.
- 1.3 That the Head to Head Walkway Working Party recommend to the Banks Peninsula Community Board that it request the management of the entire Head to Head Walkway be placed under the responsibility of the Regional Parks Team

### 2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the notes from the Head to Head Walkway Working Party meeting held on 19 March 2018.
2. Seek advice from Parks staff on Council policy regarding parks and reserves signage being bi-lingual (Māori/English).
3. Ask staff to update the Board on any progress towards using local contractors for work on parks and reserves on Banks Peninsula.
4. Request information from staff on how the future management of the Head to Head Walkway will be assigned.

### Attachments

| No.                 | Title  | Page |
|---------------------|--|------|
| A <a href="#">↓</a> | Banks Peninsula Community Board - Head to Head Walkway Working Party Notes - 19 March 2018 | 16   |



NOTES OF THE MEETING OF

HEAD TO HEAD WALKWAY WORKING PARTY

Held in the Lyttelton Community Boardroom, 25 Canterbury Street, Lyttelton  
on 19 March 2018 at 11.00am

|                  |   |  |
|------------------|---|--|
| Working Party    | Banks Peninsula Community Board Representatives | Jed O'Donoghue, Working Party Chairperson<br>John McLister, Board Member<br>Andrew Turner, Deputy Mayor and Banks Peninsula Councillor<br>Christine Wilson, Board Chairperson  |
|                  | Community Representatives                       | Cass Bay Reserves Management Committee - Bruce Baldwin<br>Church Bay Neighbourhood Association and Charteris Bay Neighbourhood Association - Tom Kuenning<br>Diamond Harbour Community Association - Richard Suggate<br>Governors Bay Community Association - Helen Chambers<br>Lyttelton Harbour Business Association - Anne Parkinson<br>Project Lyttelton / Lyttelton Information Centre - Wendy Everingham<br>Rod Donald Banks Peninsula Trust - Suky Thompson<br>Te Hapū o Ngāti Wheke - Yvette Couch-Lewis |
| Council Officers |   | Kelly Hansen, Senior Recreation Planner<br>Marcy McCallum, Project Manager<br>Nick Singleton, Ranger Project Manager<br>Andrew Hensley, Traffic Engineer   |

|            |   |
|------------|---|
| Apologies: | Apology for absence were received and accepted from Felix Dawson. |
|------------|---|

| 1. | CONFIRMATION OF NOTES  | ACTION/NOTE                                    |
|----|--|--|
|    | <p><b>Motion</b></p> <p>The working party confirmed the notes from its previous meeting on 21 August 2017 and the Joint Meeting of the Working Party and the Banks Peninsula Community Board held on 27 November 2017 with the following revisions:</p> <ul style="list-style-type: none"> <li>- Amendment to Item 1 to read as:<br/><b>"Sections Currently on Private Land"</b></li> </ul> <p>Suky Thompson noted she opposes long sections of track on main roads, but will consider very short sections and on low volume roads."</p> <p><u>Richard Suggate/Helen Chambers</u> <span style="float: right;"><u>Carried</u></span></p>  | Staff to amend notes with confirmed revisions. |
| 2. | UPDATE ON WORKS COMPLETE OR UNDERWAY FOR 2017/18   |  |
|    | <p>Topics covered:</p> <ul style="list-style-type: none"> <li>- Black Point: <ul style="list-style-type: none"> <li>o Rockfall hazard assessment completed</li> <li>o Remediation work completed</li> <li>o Peer review being scheduled</li> </ul> </li> <li>- Governors Bay: <ul style="list-style-type: none"> <li>o Slip cleared</li> <li>o Drainage works in the problem section near the end of Church Lane designed and costed</li> <li>o Ready to start work</li> </ul> </li> <li>- Godley Head Signage: <ul style="list-style-type: none"> <li>o Installation completed</li> </ul> </li> <li>- Other Signage <ul style="list-style-type: none"> <li>o Accuracy and consistency review all existing signage underway</li> <li>o Preparation of large signs at key points underway</li> <li>o Preparation of signage plans for new sections underway</li> </ul> </li> <li>- Diamond Harbour Track</li> </ul> |  |

Head to Head Walkway Working Party 27 November 2017 - Notes



- 2 -

|    |   |   |
|----|---|---|
|    | <ul style="list-style-type: none"> <li>○ Review completed</li> <li>○ Technical design information from engineers in hand</li> <li>○ Contractor selected for construction/tricky bits requiring helicopter delivery of materials/tools and track renewal work between Purau and Stoddart Point</li> <li>○ Volunteer agreement underway to empower volunteers to assist with sections of track</li> <li>○ Designs for required structures are in onsite review phase</li> <li>- Charteris Bay to Orton Bradley Park <ul style="list-style-type: none"> <li>○ Preparation for community consultation has begun</li> </ul> </li> <li>- Funding <ul style="list-style-type: none"> <li>○ Expenditure update</li> <li>○ Proposals in draft Long Term Plan</li> </ul> </li> </ul> <p>The following was moved during the discussion:</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p><b>Motion</b></p> <p>That the Head to Head Walkway Working Party support the use of bi-lingual (Māori/English) place names on the signage of the Head to Head Walkway.</p> <p><u>John McLister/Richard Suggate</u> <span style="float: right;"><u>Carried</u></span></p> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p><b>Motion</b></p> <p>That the Head to Head Walkway Working Party request, that the Banks Peninsula Community Board recommend to Council, that all the place names on all parks and reserves signage on Banks Peninsula be bi-lingual (Māori/English), and that Council consider extending this to all parks and reserves in Christchurch.</p> <p><u>Andrew Turner/Jed O'Donoghue</u> <span style="float: right;"><u>Carried</u></span></p> <p>Richard Suggate requested that their vote against the decision be recorded.</p> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p><b>Motion</b></p> <p>That the Head to Head Walkway Working Party request that the Banks Peninsula Community Board manage maintenance for the Head to Head Walkway come under local contractors, with appropriate contract and budget. And, that the Community Board advocate for this and appropriate service levels, through its submission to the Long Term Plan.</p> <p><u>John McLister/Tom Kuenning</u> <span style="float: right;"><u>Carried</u></span></p> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p><b>Motion</b></p> <p>That the Head to Head Walkway Working Party recommend to the Banks Peninsula Community Board that it request the management of the entire Head to Head Walkway be placed under the responsibility of the Regional Parks Team.</p> <p><u>Richard Suggate/Suky Thompson</u> <span style="float: right;"><u>Carried</u></span></p> </div> <div style="border: 1px solid black; padding: 5px;"> <p><b>Motion</b></p> <p>The Head to Head Walkway Working Party support the Rob Donald Trust acting as a conduit with Living Springs to move forward with an easement to use a portion of their land to as a new section of the Head to Head Walkway to link Allandale and Teddington.</p> <p><u>Yvette Couch-Lewis /Helen Chambers</u> <span style="float: right;"><u>Carried</u></span></p> <p>Andrew turner and Richard Suggate declared an interest in this item and took no part in the discussion and/or voting thereon.</p> </div> | <p>The Working Party requested that staff from Urban Parks attend the Working Party meetings.</p> |
| 3. | <p><b>UPDATE ON WORKS PLANNED FOR 2017/18</b></p> <p>Topics covered:</p> <ul style="list-style-type: none"> <li>- Volunteer Agreements</li> </ul>   |   |

Head to Head Walkway Working Party 19 March 2018 - Notes

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|           |  |  |
|-----------|--|--|
|           | <ul style="list-style-type: none"> <li>○ Progress has been made with volunteer agreements for Diamond Harbour, Coastal Cliffs, and Black Point tracks.</li> <li>- Next Priorities <ul style="list-style-type: none"> <li>○ Purau to Wreck Bay</li> <li>○ Purau Peninsula loop</li> </ul> </li> </ul> |  |
| <b>4.</b> | <b>NEXT MEETING</b>  |  |
|           | <p>The next Working Party meeting is scheduled on Monday 18 June from 9.30am-11am at the Lyttelton Community Boardroom.</p> <p>The meeting concluded at 11.35am</p>  |  |

Head to Head Walkway Working Party 19 March 2018 - Notes

## 8. Akaroa Museum Advisory Committee 27 June 2018 Minutes

**Reference:** 18/657597

**Contact:** Liz Carter Community Board Advisor

### 1. Purpose of Report

The Akaroa Museum Advisory committee's minutes from 27 June 2018 have been received.

### 2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the minutes from the meeting of the Akaroa Museum Advisory Committee held on 27 June 2018.
2. Appoint Sue Craw as a replacement for Kate Clare, as a representative of the Friends of Akaroa Museum, on the Akaroa Museum Advisory Committee.

### Attachments

| No.                 | Title   | Page |
|---------------------|---|------|
| A <a href="#">↓</a> | Akaroa Museum Advisory Committee 27 June 2018 Minutes | 20   |



## Akaroa Museum Advisory Committee OPEN MINUTES

**Date:** Wednesday 27 June 2018  
**Time:** 10am  
**Venue:** Akaroa Sports Complex, Akaroa Recreation Ground,  
28 Rue Jolie, Akaroa

**Present**  
Members

Pam Richardson - Banks Peninsula Community Board Representative  
Janis Haley - Banks Peninsula Community Board Representative  
David Miller - Friends of the Museum (FOAM)  
Kate Clare - Friends of the Museum (FOAM)  
Meri Robinson - Ōnuku Rūnanga

27 June 2018

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Item 8

Attachment A

Akaroa Museum Advisory Committee  
27 June 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**

There were no apologies recorded for this meeting.

**2. Declarations of Interest**

**Part B**

There were no declarations of interest recorded.

**3. Confirmation of Previous Minutes**

**Part C**

**Committee Decision**

The Committee received the minutes of the Akaroa Museum Advisory Committee meeting held on Thursday, 23 November 2017.

**4. Deputations by Appointment**

**Part B**

There were no deputations by appointment.

**5. Akaroa Museum Directors Update**

The Akaroa Museum Advisory Committee received the information in the Akaroa Museum Director's Update.

**6. Friends of Akaroa Museum (FOAM) - President's Update**

The Akaroa Museum Advisory Committee received the information in the Friends of Akaroa Museum President's Update.

**7. Akaroa Museum Advisory Committee Meetings - 2018/2019**

Committee Resolved AMA/2018/00001

Akaroa Museum Advisory Committee  
27 June 2018

Christchurch  
City Council 

### Part C

That the Akaroa Museum Advisory Committee:

1. Set the following Meeting Schedule for the balance of this triennial term, though to September 2019:

|                             |      |
|-----------------------------|------|
| Wednesday 26 September 2018 | 10am |
| Wednesday 28 November 2018  | 10am |
| Wednesday 27 March 2019     | 10am |
| Wednesday 26 June 2019      | 10am |
| Wednesday 25 September 2019 | 10am |

David Miller/Janis Haley

Carried

## 8. Committee Members' Exchange of Information

### Part B

#### 8.1 Akaroa Service Centre Heritage Display

The Committee commented on the photos displayed at the Little River Service Centre, and suggested a similar display could be incorporated into the re-opened Akaroa Service Centre with a focus on the history of the building. It was noted that the Museum has a large selection of photos and plans which could be utilised.

#### 8.2 Obituary - Terence Brocherie

The recent death of Terence Brocherie, former Akaroa County Councillor and first Mayor of the Banks Peninsula District Council was noted. The Committee asked that a letter of condolence be sent to Terence's wife Ursula, who was a long time Patron of the Friends of Akaroa Museum.

#### 8.3 Friends of the Akaroa Museum Representative

It was reported that Kate Clare was stepping down from some of her Friends of Akaroa Museum commitments, including this Committee. The Friends had appointed Sue Craw to replace Kate on the Committee.

Kate was thanked for all her work over the years and her contribution to the Akaroa Museum Advisory Committee.

Meeting concluded at 11am.

CONFIRMED THIS 26th DAY OF SEPTEMBER 2018

## 9. Correspondence - Smokefree Areas - Victoria Andrews

Reference: 18/674237

Presenter(s): Liz Carter

### 1. Purpose of Report

Correspondence has been received from:

| Name             | Subject                   |
|------------------|---------------------------|
| Victoria Andrews | Smokefree Areas in Akaroa |

### 2. Staff Recommendations

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

- [1. Receive the information in the correspondence report.](#)

### Attachments

| No.                 | Title  | Page |
|---------------------|--|------|
| A <a href="#">↓</a> | Victoria Andrews Correspondence Smokefree Areas Akaroa Library and Wharf - 9 July 2018 | 24   |



Email Correspondence received 29 June 2018

Dear Community Board Representatives,

I read an article, Draconian outdoor smoke ban draws fire, in today's Press and listened to an interview on the radio about the Council's smokefree policy. I understand the policy encourages people not to smoke around council playgrounds, parks, reserves, bus stops and shelters as well as the spaces outside the main entrances and exits of service centres, libraries recreation centres and community halls. I assume the policy also applies to Akaroa.

Cruise ships starting using Akaroa following the devastating 2011 earthquake. In the coming season 91 cruise ships will visit the town with 281,000 passengers and crew (Akaroa has a resident population of around 640).

**Akaroa School and Community Library, Selwyn Avenue**

Our community and school library is a valued and much used resource.



Smokefree stickers appear in library windows.



Benches were installed around 2011 to accommodate cruise ship passengers and crew who access free wifi.



This is what it looks like during the season from Rue Jolie. Freedom campers also frequent the area for wi-fi and toilets.



Many overseas visitors smoke so the Council installed an ashtray in an attempt to avoid rubbish on the footpath but the ashtray has been vandalised.



So people now use the green plastic rubbish bin as an ashtray.



It would seem to me that the Council should be posting signs encouraging individuals not to smoke outside the school and community library instead of installing ashtrays. It also is a bad look for students who see smokers lingering around their library, lighting up on a casual basis, in that it sends the wrong message that smoking is an acceptable practice and social norm.

## Akaroa Wharf



Over the past year the Akaroa Issues Working Party discussed cruise ship passengers who immediately light up cigarettes as soon as they step off a tender. Smoking was seen as a hazard especially while businesses were refuelling boats. The Council is the landlord of the wharf. For health and safety reasons it would seem prudent if passengers were informed as they walk onto the wharf that smoking is not permitted.

This is a point of entry for passengers and crew.





Many of the support posts now have concrete caps because smokers extinguish their cigarettes into the wood. The volunteer fire brigade has been called out several times in recent years to extinguish fires which often smoulder for days.



Prior to the start of the cruise ship season (October 2018) it would be timely to consider measures that would encourage a smokefree environment with regard to areas administered by Christchurch City Council.

Kind regards,  
Victoria Andrews, Akaroa

## 10. Reserve Management Committee Meeting Minutes

Reference: 18/674532

Presenter(s): Liz Carter

### 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.

| Committee  | Meeting Date |
|--|--------------|
| Robinsons Bay Reserve Management Committee Minutes               | 1 July 2018  |
| Awa Iti Reserve Management Committee Minutes                     | 19 June 2018 |
| Okains Bay Reserve Management Committee Minutes                  | 5 June 2018  |
| Lyttelton Recreation Ground Reserve Management Committee Minutes | 21 May 2018  |

### 2. Staff Recommendations

That the Banks Peninsula Community Board:

- Receives the minutes of the following Reserve Management Committee meetings:
  - Robinsons Bay Reserve Management Committee Minutes – 1 July 2018
  - Awa Iti Reserve Management Committee Minutes – 19 June 2018
  - Okains Bay Reserve Management Committee Minutes – 5 June 2018
  - Lyttelton Recreation Ground Reserve Management Committee Minutes – 21 May 2018
- Request staff to provide information to the Board on what is required to implement a rent review for the lease of the School Reserve (Reserve 1649) in Little River

### Attachments

| No.                 | Title   | Page |
|---------------------|---|------|
| A <a href="#">↓</a> | Robinsons Bay Reserve Management Committee Minutes - 2 July 2018              | 30   |
| B <a href="#">↓</a> | Awa-iti Reserve Management Committee Minutes - 19 June 2018                   | 32   |
| C <a href="#">↓</a> | Okains Bay Reserve Management Committee meeting held on Tuesday 5th June 2018 | 34   |
| D <a href="#">↓</a> | Lyttelton Recreation Ground Reserve Management Committee Minutes 21 May 2018  | 36   |

## MINUTES OF THE ROBINSONS BAY RESERVE MANAGEMENT COMMITTEE

Held at the Pippa Foley's on Monday 2<sup>nd</sup> July 2018

**PRESENT:** Pippa Foley, Pam Richardson, Paddy Stronach, Raywyn Stronach, Suky Thompson, Delia Walker (CCC representative).

**APOLOGIES:** Marion Wilson

**WELCOME:** Pippa welcomed Delia Walker who has been employed by the CCC to complete the Bank Peninsula Reserve Management Plan. She will speak to the meeting later.

**MINUTES:** The minutes of the Meeting held on March 24th 2018 were read and confirmed. Pam/Paddy carried

**BUSINESS FROM MINUTES:** Pippa contacted Kevin again re old Post Office door lock and Kevin has repaired it. Pippa to write a thank you email to the Lions.

Paddy mentioned space for final exhibit and was assured it had been considered.

**FINANCIAL:** No Bank Statement received since last meeting. Balance in local account of \$867.47. No statement of funds held at Council has been received but should be approx \$21,790 (unless a further \$5000 was taken for the wharf.) No change since last meeting.

**CORRESPONDENCE** (all emails) These have been sent to Committee members as they have come in or gone out. Nothing to make decisions on.

### GENERAL BUSINESS:

**Council Submission.** Pippa read out the Committee's submission for funds to be rolled over for next financial year which Pam presented to CCC. Although not formally told, Pam is sure funds rolled over.

**Spraying:** Pippa reported that Ged had sprayed several gorse bushes in Reserve. Thanks expressed.

**Update on Cocksfoot Display.** Paddy reported Nick has promised to put display together in August. She suggested a shelter for exhibits comprising totara posts with corrugated iron cover. Ged will supply the timber. She is still looking for a riddle and any other cocksfooting equipment. She will advertise again in Akaroa Mail for some. Suky reported the display board script was in progress. She and Paddy will confer so exhibits and display board complement each other.

**Other Reserve Matters.** Paddy to ask Nick to put in totara posts to provide a solid platform for second morepork box which will be able to be accessed by children. The toy moreporks will be displayed in this box and children will be able listen to the morepork call.

Members of the committee expressed general concern about the general maintenance of the Reserve by CCC. Grass is unkempt. The drain on the entrance path has still not been attended to.

There was great disappointment and concern over the parking area. It is not mowed or sprayed by Council employees. The path to the Reserve is so overgrown it is barely visible. Although the parking area has definition through its very low edging, it is so overgrown this is not obvious. The committee suggests a low rail put around it. The timber removed from a bridge in Robinsons Bay and is being stored at the Duvauchelle CCC yard would be ideal. Pippa to write to Steve Gary and Andrew Hensley re this.

The sign advertising the Domain and parking area is too far up the valley road and not visible from the main road. Feed back to the committee is that visitors do not know where the parking is. The

Committee happy to move the notice – it needs to be the other side of the bridge – and will request permission from CCC.

**Long Term Plan.** Pippa then handed over to Delia who explained she was employed by CCC to complete the overall BP Management Plan which is provide vision and overall objectives and policies for the management of the large number of reserves on Banks Peninsula administered by CCC. There followed animated discussion on this topic. Delia promised to email the last Recreation Reserve Management Plan for Robinsons Bay for the committee to review at the next meeting.

**Sundries.** Pam offered to see Liz Carter for possible help with paper and ink cartridges for administration.

**Meeting Time Change.** As the 4<sup>th</sup> Monday of the month did not suit Pam, the committee agreed to change to the first Monday of every second month for meetings. The next meeting will therefore be 3<sup>rd</sup> of September.

Meeting finished approx 5.30pm.

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



AWAITI RESERVE BOARD MINUTES

HELD:- LITTLE RIVER SERVICE CENTRE

ON:- 19/6/18

PRESENT:- SHERYL STANBURY, ROBERT BURCH, BARBARA GAETH, TORI PEDEN, CHRISTIAN COUPER, BRUCE KING, DEAN WHITE, LIZ CARTER, HELEN HAYES.

APOLOGIES:- NIL

Minutes of the last meeting were accepted as a true and accurate record.

Moved Dean/Bruce Carried.

MATTERS ARISING:-

1. Liz reported that the Trist Lease had not been looked at for a very long time. The Committee asked if the Community Board could enquire whether it is possible to have a rent rise.
2. ECAN has had no communication from NZTA re permission for the Bund to go from the Black Bridge around behind the changing shed/Playcentre. They have been waiting for a very long time and have decided that if they receive no reply soon it will be taken as permission granted that it is all good to go ahead. They will have to wait until weather conditions and ground conditions are suitable for this work to go ahead.
3. The foot bridge behind the Coronation Library will be replaced by a concrete bridge but this also will have to wait for conditions to improve. We will be advised when this will commence.
4. The Vanstones block of land is now being handled by the Banks Peninsula A & P Show.
5. Dean has made written submissions and oral submissions re the Long Term Plan and for the Coronation Library.

FINANCIAL:-

Bank Balance as at 19/6/18 \$3930.94

Dean asked that we pay Bruce King \$200.00 for Rotary Hoe use/fertiliser. We request that the Community Board pay \$100.00 towards the fertiliser from the Reserve Management Fund.

Moved Tori/Robert Carried

CORRESPONDENCE:-

OUT:-

Submission to "Heritage Buildings future use and funding options" for Coronation Library

Long Term Plan Submission from Awa-iti Reserve Management Committee

IN:-

LRWCT copy of their LTP Submission

Liz Carter – Management Committee Funding, Meeting Notices

Christian Couper – Tank Stand and School Entrance

GENERAL BUSINESS:-



1. Pumpkin Festival - Dean made a poster re the history/restoration of the Coronation Library which was displayed at the LRWCT site. This was well received by public/locals and generated a lot of feedback. Helen will follow up on the feedback. The School Support Group had asked CCC the week before the Pumpkin Festival that the toilets be well stocked and ready for a possible 5000 visitors. On Saturday (day before festival) at 6pm it was noted that raw sewerage was seeping from the sewerage tanks beside the toilets. CCC were alerted and did send someone to unblock the tanks. The tanks needed emptying and therefore were closed. Needless to say the School Support Group was not impressed.
2. Coronation Library – The Christchurch City Council Heritage fund has received submissions from us and other Little River Community groups supporting the restoration of the Library.

“The Awa-iti Reserve Board will continue to support and help facilitate the restoration of the Little River Coronation library with the backing of LRWCT and the Community”.

Moved Dean/Tori Carried.

3. Osage Trees – There are 4 trees at the Council Nursery and 3 are to go in the Awa-iti Domain. We will be funding a plaque for the trees.
4. School Entrance – Little River School are having plans drawn up to create a safer and improved entrance to school, Playcentre and other sports groups that use the entrance way. Christian has been in touch with CCC and needs two things to happen. 1. Need a partnership with Awa-iti Reserve Board and Community Board. 2. Mike Herlihy, who is an engineer has reported that the Tank Stand is very unsafe. The Awa-iti Reserve request that CCC replace this ASAP. The Awa-iti Reserve Board will give their support and help with working bees when this project starts.  
We would also like to see the removal of the old toilets by the Rugby Shed. This was in the original plan when the bus turn around was put in.
5. Dean to get a quote from Mark Tudehope re digging out drains that are blocked so that water behind the Coronation Library can get away. Dean will consult with the Land Owners affected. Committee approves a delegation up to \$500.00.
6. The Sun Dial needs some maintenance. Bruce King said he will help with this but the Heritage people should also be notified.
7. Helen Hayes – Community Development Adviser- Helen wants to know how we want the Awa-iti Reserve Board to continue. There are certain legal matters around money and how it is handled. Dean and the Committee want to keep things simple, have the ease of a floating fund to get smaller jobs done. Discussions to continue re this matter.
8. Liz to request a CSR for damaged fence on SH75.
9. Dean to ring contractors who handled the restoration of the Memorial Gates as the return spring needs to be replaced on the side gate.

Meeting closed 5.30pm

Next Meeting Tuesday October 16 2018 at 4pm at Service Centre

**Okains Bay Reserve Management Committee meeting held on Tuesday 5<sup>th</sup> June 2018**

**Present:** Richard Boleyn, John Thacker, Wayne Kay, Derek Cox, Riki Lewis, Peter Te Rangihiroa Ramsden, Judy Thacker, Darren and Michelle Wallis – Hartley, Colin Jacka (CCC), Helen Hayes (CCC), Pam Richardson ( Banks Peninsula Community Board), Julia Fettes (Ngai Tahu), Delia Walker (CCC), Nick Thacker.

**Apologies:** Aaron Leith (Ngai Tahu), Klaus Rexer, Rebecca Parrish.

*Moved Pam/Judy "That the apologies be accepted." Carried.*

**Minutes of the previous meeting:** The minutes of the previous meeting held on Tuesday 10<sup>th</sup> April 2018 were passed as a true and correct record with the amendment of apologies from Pam Richardson and John Thacker.

*Moved Wayne/Derek "That the minutes of the previous meeting held on Tuesday 10<sup>th</sup> April 2018 be accepted with the amendment of apologies from Pam Richardson and John Thacker." Carried.*

**Matters arising:** # Julia asked about cattle stop at camp ground and it had been decided to keep it as a security measure and to slow down vehicles entering beach reserve.

# Colin said CCC will buy two trailers to transport rubbish from camp ground to dump in Barrys Bay.

# Submission put in for inclusion in LTP with Council for the hall and waka shed development area. The meeting in Council Chambers was attended by Richard Boleyn, Riki Lewis, Peter Te Rangihiroa Ramsden and Nigel Hampton (Okains Bay Maori & Colonial Museum Trust Board).

# Special thanks to Rebecca Parrish for her work on the written submission to CCC.

**Correspondence:** # A letter to Department of Conservation re: request for annual funding to support local community needs will be drafted by Sharon and Helen. This will include specific amount or percentage of annual profit, criteria to be reviewed at the Boards discretion and in consideration of Ngai Tahu as landowners. The Board set amount at up to ten percent of profit for the year or \$10,000. *Sharon and Helen to action.*

**Finance report:** as tabled.

*Moved Derek/John "That the finance report for April 2018 be accepted." Carried.*

**General business:** # Colin presented two quotes to fell approximately 230 trees, ring logs, chip into piles, sort export vs firewood and repair area. TreeTech was \$74,000 + GST and Johnston Engineering Ltd was \$38, 000 + GST. Discussion around options, time limits and potential problems. The Board decided to accept the lower quote with time limit written into the quote.

*Moved Richard/John "That the Johnston Engineering Ltd quote be accepted with the inclusion of a time limit in the contract." Carried.*

# Rebecca Parrish is keen to become a Board member but has asked if the meetings can be held on Friday or Sunday. The majority said they would be unable to attend so Richard will ask Rebecca if she is happy to be co – opted on to the Board as a full member in an advisory role. *Richard to action.*

# Meeting times have been changed to the first Tuesday of the second month at 5.30 pm. Sharon to advise Liz Carter at CCC. *Sharon to action.*

# John asked about rabbits at the beach. Dave Hunter was recommended as pest removal option so Richard will contact him. *Richard to action.*

# Management Plan meeting held in Christchurch last week with Julia and Peter. Delia explained how Council are writing their Management Plan. The existing MP for Okains Bay just needs tweaking so it can go ahead quickly. Discussion around quickest way to update MP. CCC, Ngai Tahu and Koukourarata to contract someone to rewrite MP then a meeting with the community, Board and involved parties will take place for discussion and consultation. *Julia and Peter to action.*

# John asked about progress on pavilion. Needs upgrading to meet CCC standards before it can be used for sleeping. Recommended that the Board look at relocating building from Canterbury University for approximately \$100,000. Riki will send photos and specifications to Board members for perusal. *Riki to action.*

# New electrical work to be carried out at the camping ground.

# Thelning Drainage will be working at the camp ground.

# Gas bottle area will be fenced to meet CCC compliance.

# Drains at cattle stop before camp ground are fine at the moment. Pam said it is important that people ring and report problems such as potholes or blocked drains to CCC so they get a service number and the job can be actioned accordingly.

# Management Plan will be sent by Delia for me to send copies out to Board members.

# Colin gave out copies of planting plan by John Marsh for perusal.

# Website is up and running and bookings can now be made online.

Meeting closed at 7.15 pm. Next meeting on Tuesday 7<sup>th</sup> August 2018.

.....  
Chairperson

.....  
Date





## LYTTELTON RECREATION GROUND RMC

**General Meeting** of the Lyttelton Recreation Ground Reserve Management Committee held at Lyttelton-Mt Herbert Community Board Room, 25 Canterbury Street, Lyttelton. Monday 21<sup>st</sup> May 2018 at 1800 hrs.

**Present:** David Sanders, Clinton Norris, Caroline Norris, Andrew Turner, Trisha Ventom, Jodie Goodmanson, Mick Stephson and Flo McGregor (Minute taker)

**Apologies:** Linda Preddy  
Moved Clinton Norris / 2<sup>nd</sup> Linda Preddy. (Carried)

Chairperson opened Meeting and Welcomed all 1800 hrs.

**Minutes of Last Meeting:** 19<sup>th</sup> March 2018 tabled. – Moved Clinton Norris / 2<sup>nd</sup> Jodie Goodmanson.

**Finance:** \$1196.12 – Moved Jodie Goodmanson / 2<sup>nd</sup> Flo McGregor

**Inwards Correspondence:** - Moved Clinton Norris / 2<sup>nd</sup> Flo McGregor

- Bookings Wilson/Mauger/Bachop Recreation Ground.

**Outwards Correspondence:**

- Email notice of meeting sent out and David active with sending and receiving emails.

**General Business:**

**A – Long Term Plan**

- Bay Harbour News. David gave a presentation report about the past two years of Turf problems.
- Andrew Turner spoke and advised he was happy to continue as our Community Board Representative.

**B – Rugby Club**

- David attended Q.R.A. meeting.
- Future Car Parking at Recreation Grounds. Can continue to Park by Pavilion as will not be closed yet.  
Our committee do not see the reason to close off Roads around the Pavilion.
- Rugby Club will have 1<sup>st</sup> Division Team 2020
- Alternative parking to be developed.
- Will lose 21 parks but then will gain more in Naval Point area.
- Clinton Norris reported – Did Rugby persist in what they have now or go with the Draft Plan.

There is no car parking now and to take away 21 parks, then they will have none.

Asked a further meeting to be called for. Trisha to look into a further meeting.

- Pavilion to be kept open. Clinton Norris advised Council would never stand in Rugby Club way.
- Naval Point Programme – Expecting further meeting.
- Andrew Turner spoke of a certain level for Pavilion's future of a new changing sheds. A cost is needed and update by end June. 1<sup>st</sup> July for a new Design in Planning for Pavilion.
- Waste Water Project. No problems for Rugby Club and should be finished late June.

**Other Business:**

- Sad to hear of Christine Wilson news but a privilege for our committee to host her Funeral Service.
- Parking to be at Naval Point. Traffic wardens are needed 12 -14. Walkie Talkies. Rugby Club ready to help with car parking.
- Trisha advised bigger Dog Signs are coming. Larger signs are needed. Trisha to talk to Dog Control Ranger to contact David.
- Sunday Soccer is now at the School. Three soccer groups on a Saturday.
- David advised of his upcoming resignation as moving to Karamea end June.

No further business, meeting closed 18.56 hrs.

Next meetings 1800 hrs 18<sup>th</sup> June and 20<sup>th</sup> August 2018 to be held at Lyttelton-Mt Herbert Community Board Room, 25 Canterbury Street, Lyttelton at 1800 hrs.

.....  
**Flora A McGregor (Flo)**  
Secretary/Treasurer

.....  
**David Sanders**  
Chairman



11. Staff Briefing

Reference: 18/556673

Presenter(s): Lynda Wallace – Museum Director, Akaroa

1. Purpose of Report

The Board will be briefed on the following:

| Subject              | Presenter(s)  | Unit/Organisation      |
|----------------------|---------------|------------------------|
| Akaroa Museum Update | Lynda Wallace | Akaroa Museum Director |

2. Staff Recommendations

That the Banks Peninsula Community Board:

- 1. Notes the information supplied during the Briefing.

Attachments

There are no attachments for this report.





## 12. Representative on Takapuneke Reserve Co-Governance Group

Reference: 18/578221

Presenter(s): Russel Wedge Team Leader Parks Policy and Advisory

### 1. Purpose of Report

- 1.1 The purpose of this report is for the Banks Peninsula Community Board to appoint a local Community Board member to the Takapuneke Reserve Co-Governance Group.

### 2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Appoint a Board member as the local Community Board representative to the Takapuneke Reserve Co-Governance Group.

### 3. Key Points

- 3.1 The Takapuneke Reserve Management Plan was adopted by Council on 7 June 2018. The draft Reserve Management Plan was prepared with the assistance of the Takapuneke Reserve Management Plan Project Group, which was comprised of 3 representatives from Onuku Rūnanga and 3 representatives from Christchurch City Council. One of the representatives from Christchurch City Council included a local Community Board member from the Banks Peninsula Community Board.
- 3.2 On 6 December 2016, Pam Richard was appointed as the Elected Representative to the Takapuneke Reserve Management Plan Project Group (Attachment A).
- 3.3 The Takapuneke Reserve Management Plan Project Group was disbanded when the draft Takapuneke Reserve Management Plan was adopted by Council on 7 June 2018.
- 3.4 Upon the adoption of the Takapuneke Reserve Management Plan by Council, there was a requirement in the Takapuneke Reserve Management Plan section 5.15 *Co-Governance and National Reserve Status*, for a Co-Governance Group to be established. The Objective is:  
*To establish a co-governance group for Takapuneke Reserve to provide guidance for the management and development of the reserve in accordance with the Takapuneke Reserve Management Plan.*
- 3.5 At the Council meeting of 7 June 2018 to adopt the Takapuneke Reserve Management Plan the Council Resolved CNC:/2018/00112:
  3. Request staff to establish a Co-Governance Group, as set out in paragraphs 5.15.2, 5.15.3 and 5.15.4 of the Takapūneke Reserve Management Plan, i.e:
    - 5.15.2 - To establish a Co-Governance Group once the Takapūneke Reserve Management Plan has been adopted by the City Council. The Co-Governance Group is to continue until Takapūneke Reserve has been declared a National Reserve in compliance with Section 13, Reserves Act 1977. Once Takapūneke Reserve has attained National Reserve status the future management structure of the Reserve shall be in discussion with the Minister of Conservation or their representatives.
    - 5.15.3 - To establish a Co-Governance Group with a core number of equal representatives from Ōnuku Rūnanga and the City Council. The City Council representatives are to include an elected local Community Board member. Assistance may be requested from supportive groups or organisations when the

*core representatives believe these will be beneficial to the management of the Reserve. The City Council would continue administering the operation and management of the reserve.*

- 3.6 The local Community Board member appointed to the Takapuneke Reserve Co-Governance Group would retain this position until the Territorial Local Body Elections in 2019. A further report would be presented to the Banks Peninsula Community Board after the Elections to appoint a Local Community Board representative to the Takapuneke Reserve Co-Governance Group.

## Attachments

| No.                 | Title                                 | Page |
|---------------------|---------------------------------------|------|
| A <a href="#">↓</a> | Appointment of Elected Representative | 43   |

## Signatories

|             |  |
|-------------|--|
| Author      | Russel Wedge - Team Leader Parks Policy & Advisory   |
| Approved By | Andrew Rutledge - Head of Parks<br>Mary Richardson - General Manager Citizen and Community |

Trim: 16/1420953

6 December 2016

Russel Wedge,  
Takapuneke Reserve Management Plan Project Team,  
Civic Offices,  
P.O. Box 73014,  
Christchurch 8154

Dear Russel,

**Re: Appointment of Elected Representative**

Following the recent triennial elections, the Banks Peninsula Community Board has appointed Pam Richardson as its liaison person to your committee.

The contact details for Pam Richardson are:

Mrs Pam Richardson  
P.O. Box 88027  
Pigeon Bay  
Akaroa 7550

Telephone: (03) 304-6825  
Cellphone: 027-447-8551  
(no cell phone coverage in Pigeon Bay)  
Email: pam.richardson@ccc.govt.nz

If you have any questions regarding this appointment please contact me at the Akaroa Service Centre.

Yours faithfully,



**Liz Carter**  
Community Board Advisor  
Community Governance Support, Governance  
And Partnerships Unit  
Phone: DDI (03) 304-1017 or 941-5682

Akaroa Service Centre  
P.O. Box 73028, Christchurch 8154  
Phone: 0800-800-169 or (03) 941-8999



## 13. Banks Peninsula Community Board Discretionary Response Fund -

**Reference:** 18/591204

**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 Te Pātaka o Rākaihautū/Banks Peninsula Community Board to consider funding for Board Projects from its 2017/18 Discretionary Response Fund allocation as listed below.

| Funding Request Number | Organisation                    | Project Name                                   | Amount Requested | Amount Recommended |
|------------------------|---------------------------------|--|------------------|--------------------|
| 57773                  | Banks Peninsula Community Board | Summer with your Neighbours                    | \$3,000          | \$3,000            |
| 57774                  | Banks Peninsula Community Board | Reserve Management Committees Activities Costs | \$1,500          | \$1,500            |
| 57775                  | Banks Peninsula Community Board | ANZAC Day Services                             | \$2,000          | \$2,000            |

- 1.2 At the time of writing, funding allocations for the new financial year (2018/19) had not been confirmed. There was a balance of \$7,752 remaining in the Board's 2017/18 Discretionary Response Fund for allocation. Any funds not allocated can be carried forward to the new financial year, and those allocated but not paid can be accrued.

#### Origin of Report

- 1.3 This report is staff generated as a result of decisions made by the Board to nominate three projects for the coming year.

### 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 \$3,000 from its 2018/19 Discretionary Response Fund towards the Summer with your Neighbours Project.
- Approves a grant of \$1,500 from its 2018/19 Discretionary Response Fund towards the Reserve Management Committees Activities Costs.
- Approves a grant of \$2,000 from its 2018/19 Discretionary Response Fund towards ANZAC Day Services.

#### 4. Key Points

- 4.1 At the time of writing, the balance of the 2017/18 Discretionary Response Fund is as below.

| Total Budget<br>2017/18 | Granted To Date | Available for<br>allocation | Balance If Staff<br>Recommendation adopted |
|-------------------------|-----------------|-----------------------------|--|
| \$54,187                | \$46,435        | \$7,752                     | \$1,252                                    |

- 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 applications. This includes organisational details, project details, financial information and a staff assessment.

#### Attachments

| No.                 | Title  | Page |
|---------------------|--|------|
| A <a href="#">↓</a> | Banks Peninsula Community Board Projects for 2018/19 - Summer with your Neighbours, Reserve Management Committees Activities Costs, ANZAC Day Services | 47   |

#### 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 |



## 2018/19 DRF BANKS PENINSULA DECISION MATRIX

### Priority Rating

|       |  |
|-------|--|
| One   | Meets all eligibility criteria and contributes <b>significantly</b> 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. |

| 57773 | Organisation Name               | Name and Description  | Total Cost   | Contribution Sought Towards   | Staff Recommendation   | Priority |
|-------|---------------------------------|---|--|---|--|----------|
|       | Banks Peninsula Community Board | <b>Summer with your Neighbours</b><br>Also known as Neighbourhood Week and celebrated annually, Summer with your Neighbours (SWYN) provides an opportunity for individuals and community groups to hold a variety of small neighbourhood events in their local areas. This helps neighbours and communities to get to know each other and enhances community and neighbourhood safety as a result.<br>SWYN events are to be held October 2018-March 2019. | \$ 3,000<br><b>Requested</b><br>\$ 3,000<br>(100% requested) | Grants (food, venues, resources) - \$2,800<br>Publicity Promotion - \$200 | <b>\$ 3,000</b><br>That the Banks Peninsula Community Board approves a grant of \$3,000 towards the Summer with your Neighbours project. | <b>1</b> |

### Organisation Details

Service Base: Lyttelton Recreation Centre  
Legal Status: NA  
Established: NA  
Target Groups: Neighbourhood and community networks across the Peninsula  
Annual Volunteer Hours: NA  
Participants: 1,000

### Alignment with Council Strategies

- Strengthening Communities, Events

### Alignment with Board Outcomes

- Banks Peninsula is a viable place to live and work: Events provide opportunities for people to connect with each other, strengthen and forge new links.
- Our communities are prepared for the impacts and consequences of natural hazards and can respond and recover quickly: Neighbourhood connectedness helps engender a general feeling of community safety, helping to ensure community members are aware of and can access help during adverse events.

### CCC Funding History - this project

2017/18 - \$3,000 (Summer with your Neighbours) DRF BP  
2016/17 - \$2,000 (Neighbourhood Week) SCF L/M  
2016/17 - \$1,000 (Neighbourhood Week) SCF A/W577745  
2015/16 - \$2,000 (Neighbourhood Week) DRF L/M  
2015/16 - \$1,000 (Neighbourhood Week) SCF A/W

### Other Sources of Funding

None - however participants may contribute to their own events.

### Staff Assessment

This project is being recommended as a Priority One due to the reach and depth of this project into all communities and its value for money.

This year, the timeframe of the Summer with your Neighbours (SWYN) project has been extended again – as last year - beyond Neighbourhood Week (last weekend October/November 2018) to encompass the summer season so that communities can choose when is best for their community events to take place.

Applications are sought in July/August. Decisions are made by the Board September/October for events to be held from Neighbourhood Week until the end of March the following year.

A record will be kept of the number of events funded compared to the number of applications received to hold events. This will provide information on the number of applicants who are successful in receiving funding for their events.

The number of events held in the ward compared to the number of events funded will also be measured. This will provide information on the number of successful applicants who proceed with their event.

Staff have the capacity to deliver this project on behalf of the Board.

SWYN contributes to a safer and friendlier community. It supports the process of individuals and households connecting with others in the neighbourhood so that they feel they are a part of something that is familiar and a source of assistance in time of need.

The events themselves also provide fun and enjoyment - an important part of a healthy lifestyle.

Activities and events for the small, local communities are encouraged by the provision of a small contribution towards event costs.

## 2018/19 DRF BANKS PENINSULA DECISION MATRIX

### Priority Rating

|       |  |
|-------|--|
| One   | Meets all eligibility criteria and contributes <b>significantly</b> 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. |

| 57774 | Organisation Name               | Name and Description   | Total Cost   | Contribution Sought Towards                | Staff Recommendation  | Priority |
|-------|---------------------------------|--|--|--|---|----------|
|       | Banks Peninsula Community Board | <b>Reserve Management Committees Activity Costs</b><br>Reserve Management Committees (RMCs) are committees of the Community Board and as such have delegated authority regarding their reserves as outlined in their Terms of Reference.<br>Funding is sought to cover their costs for undertaking the co-ordination aspects of their role which may include stationery and other administration items, venue hire, speakers' costs and purchase of small items. | \$ 1,500<br><b>Requested</b><br>\$ 1,500<br>(100% requested) | Administration/operational costs - \$1,500 | <b>\$ 1,500</b><br>That the Banks Peninsula Community Board approves a grant of \$1,500 towards administration/operational costs for the Reserve Management Committees. | <b>1</b> |

### Organisation Details

|                         |  |
|-------------------------|--|
| Service Base:           | Akaroa and Little River Service Centres, Lyttelton Recreation Centre |
| Legal Status:           | NA   |
| Established:            | NA   |
| Target Groups:          | 15 Banks Peninsula Reserve Management Committees                     |
| Annual Volunteer Hours: | 10,000   |
| Participants:           | 115 committee members  |

### Alignment with Council Strategies

- Strengthening Communities, Biodiversity, Christchurch Visitor, Public Open Space and Port Hills Recreation

### Alignment with Board Outcomes

- Local communities are well-connected and supported by easily accessible community facilities: RMCs oversee built and other facilities in their local areas.
- The cultural, natural and built heritage of Banks Peninsula is acknowledged, valued and enhanced: RMCs volunteer and coordinate work for and on their reserves - these include plantings, track work, general maintenance etc.
- Visitors to Banks Peninsula enhance the local economy and sustain the natural, social and heritage environments: RMCs help maintain and improve local spaces for the enjoyment of local and more distant visitors. Some RMCs oversee peninsula camping grounds, sports grounds.
- Banks Peninsula is a viable place to live and work: RMCs cater for community members who are interested in their physical environment and wish to contribute their time and effort into improving these community assets. Working together brings communities together, enhancing the social fabric of these discrete (and often distant) communities.
- The Banks Peninsula environment is well-managed, sustained and enhanced: RMCs work in conjunction with staff to ensure the best outcome for their reserves (planning and implementation).

### CCC Funding History - this project

2017/18 - \$1,500 (RMC Activity Costs) DRF  
Prior to this, some RMCs received DRF funds towards stationery costs.

### Other Sources of Funding - Nil

### Staff Assessment

This project is being recommended as a Priority One due to the reach of this project and value for money.

This ward has 15 Reserve Management Committees (RMCs) overseeing reserve assets as diverse as camping grounds, sports fields, community facilities, tracks etc. These volunteers work with staff to manage and develop the Council owned reserves often coordinating working bees etc. and harnessing considerable local volunteer effort.

This is the only ward within the city with such committees.

RMCs, as committees of the Board, have specific administrative responsibilities. They hold meetings which are publicly advertised, the minutes of which are public documents.

Although advertising for the meetings is organised by staff, incidental administration consumables are not currently budgeted for. Occasionally, the groups will invite speakers to talk to them and/or their communities on topics related to their reserves' work. Often these costs are met from the members' pockets. This funding is to cover costs for these aspects of their roles.



## 2018/19 DRF BANKS PENINSULA DECISION MATRIX

### Priority Rating

|       |  |
|-------|--|
| One   | Meets all eligibility criteria and contributes <b>significantly</b> 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. |

| 57775 | Organisation Name               | Name and Description   | Total Cost   | Contribution Sought Towards   | Staff Recommendation  | Priority |
|-------|---------------------------------|--|--|---|---|----------|
|       | Banks Peninsula Community Board | <b>ANZAC Day Services</b><br><br>The Board has previously supported ANZAC Day services which are typically held annually in the Lyttelton, Diamond Harbour, Akaroa and Little River communities. Ceremonies include a parade of local service groups, speeches and the laying of wreaths. Participants include war veterans, representatives from Scouts, Guides and Brownies, volunteer fire service, local police and general community members including elected representatives. | \$ 2,000<br><b>Requested</b><br>\$ 2,000<br>(100% requested) | Wreaths (four services) - \$700<br>Piper - \$165<br><br>Catering: Little River and Akaroa - \$1,135 | <b>\$ 2,000</b><br><br>That the Banks Peninsula Community Board approves a grant of \$2,000 towards Banks Peninsula's ANZAC Day services. | <b>1</b> |

|  |  |
|--|--|
| <p><b>Organisation Details</b></p> <p>Service Base: Akaroa and Little River Service Centres, Lyttelton Recreation Centre</p> <p>Legal Status: NA</p> <p>Established: NA</p> <p>Target Groups: General community, veterans, service groups</p> <p>Annual Volunteer Hours: NA</p> <p>Participants: 1,000</p> <p><b>Alignment with Council Strategies</b></p> <ul style="list-style-type: none"> <li>Strengthening Communities</li> </ul> <p><b>Alignment with Board Outcomes</b></p> <ul style="list-style-type: none"> <li>Local communities are well connected and supported by easily accessible community facilities: Local heritage sites provide a focus for these activities which draw a cross section of community members together.</li> <li>The cultural ...heritage of Banks Peninsula is acknowledged, valued and enhanced: Community members remember the sacrifices of previous generations. Commemorations have taken place for many years.</li> <li>Banks Peninsula is a viable place to live and work: ANZAC services provide a common focus, bring people together forging links.</li> </ul> <p><b>CCC Funding History - This project</b></p> <p>2017/18 - \$2,000 (ANZAC) DRF BP</p> <p>2016/17 - \$750 (ANZAC) SCF L/M; \$1,200 (ANZAC) SCF A/W</p> <p>2015/16 - \$1,000 (ANZAC) DRF L/M; \$1,100 (ANZAC) SCF A/W</p> | <p><b>Other Sources of Funding</b></p> <p>For Lyttelton and Diamond Harbour - Returned Service Association (RSA) provides some funding towards these events around Christchurch City.</p> <p><b>Staff Assessment</b></p> <p>This project is being recommended as a Priority One due to the reach and impact of the project.</p> <p>Four ANZAC Day services are usually held across the Banks Peninsula on 25 April 2019. These are held in Lyttelton's Albion Square, in Diamond Harbour, at the Little River Memorial Gates and in the Akaroa Memorial Grounds. Each ceremony includes a parade of local service groups, speeches and the laying of wreaths. No ceremony was held in Diamond Harbour in 2018, but it typically features a lone piper. All events conclude with a cup of tea function.</p> <p>Staff in the Transport Unit organise and implement any road closures. War Memorial organisations, Elected Members, staff and community groups deliver other aspects of the project dependent on the needs of the events in the different communities.</p> <p>The success of this project will be measured through monitoring the number of attendees at ceremonies and of participants involved in the services and the parades. Feedback will be provided from community and Board members. The target group is the general community.</p> <p>There is strong support for the observance of ANZAC Day in these communities with many local service groups participating actively in the service and attendance by a large number of people from the local community covering a diverse range of community members ranging in age from the very young to the elderly, including war veterans.</p> <p>The 'cup of tea' functions afterwards are also well patronised by local people. The social benefits are immeasurable as community members interact with each other and their elected members. In a small community this day is a true example of people meeting together with a common focus.</p> |
|--|--|



## 14. Update on Sites of Ecological Significance Programme

Reference: 18/620592

Presenter(s): Laura Molles, Advisor – Natural Environment

### 1. Purpose of Report

- 1.1 The purpose of this report is to update the Banks Peninsula Community Board on the Sites of Ecological Significance Programme.

### 2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the information in the Sites of Ecological Significance report.

### 3. Key Points

- 3.1 The Council has recently begun meeting with landowners of Schedule B Sites of Ecological Significance to discuss the content of Site Significance Statements, implications of the listing of sites in the District Plan, and potential voluntary options for enhancement of ecological values.
- 3.2 Because of the large number of landowners involved, we expect it will take two years to complete meetings with all Schedule B landowners.
- 3.3 Prior to the District Plan Review, the Council identified a number of areas on Banks Peninsula that were of potential ecological value, but required updated field survey information. The Council plans to approach landowners for 10-30 sites for permission to survey in 2018/19.
- 3.4 The Biodiversity Fund was nearly fully allocated for the 2017/18 financial year, with eight of nine projects funded being in the Banks Peninsula Ward.
- 3.5 The Natural Environment Team welcomes feedback and suggestions from the Banks Peninsula Community Board regarding the Sites of Ecological Significance Programme.

### Attachments

| No.                 | Title  | Page |
|---------------------|--|------|
| A <a href="#">↓</a> | Sites of Ecological Significance Programme - SES - Information for Banks Peninsula Community Board | 52   |
| B <a href="#">↓</a> | Sites of Ecological Significance - SES - Information Sheet for Landowners - 2018                   | 56   |

### Signatories

|             |  |
|-------------|--|
| Author      | Laura Molles - Advisor Natural Environment       |
| Approved By | Clive Appleton - Team Leader Natural Environment |

Sites of Ecological Significance Programme Update

Prepared by Laura Molles, Advisor – Natural Environment

The Banks Peninsula Community Board requested an update on the Sites of Ecological Significance Programme. Below are the bullet points for updating received from the Banks Peninsula Community Board, and replies from the Natural Environment Team.

- The process underway to identify significant ecological sites  
Prior to the District Plan review, we combined information from many different sources to identify potential sites. Some of this information involved “remote” or “desktop” analysis as a first step. The two key “remote” data sources were Land Environments New Zealand and the Land Cover Database (both managed by Manaaki Whenua/Landcare Research). We also used data from on-the-ground surveys done during the 1980’s through the central government’s Protected Natural Areas Programme. Supplementary information from published scientific studies and ecological reports by different agencies and organisations is available for many sites, and we asked local experts to identify places that other methods may miss – small but important seabird nesting sites, for example.

An experienced ecologist prioritised the resulting sites for further survey based on the ecological information available and, in some cases, consideration of whether the site’s values were potentially under threat. For example, sites that were already in public ownership or protected by a conservation covenant might be considered lower priority than they would on the basis of ecological values alone.

We are working to survey these possibly significant sites, but resources will limit how many sites we can reach each year. Several factors will guide the order of survey, including:

- The sites’ priority rankings
- Receptiveness of landowners
- Efficiency, e.g. opportunities to survey geographically clustered sites or work alongside other agencies and organisations such as ECan, Banks Peninsula Conservation Trust, and Beef + Lamb

Sites may also be identified through survey work required as part of a resource consent process. Such surveys are at the landowner’s expense and would not affect our internal survey priorities.

- The steps involved including working with landowners  
If we have identified an area that is potentially a Site of Ecological Significance, we will phone, write and/or visit the landowner(s) to discuss the potential site and the Sites of Ecological Significance (SES) programme generally. Landowner input will help us establish appropriate timing and boundaries for the proposed survey work. With landowner permission, a qualified ecologist will visit the site to identify and document key aspects of the site’s biodiversity and ecology. Survey results are used to determine whether a site meets one or more of the ecological significance criteria laid out in the Canterbury Regional Policy Statement.

After the survey, we will meet with the landowner(s) to discuss the results of the ecological survey work. We will provide a copy of the detailed survey data; if the site



has met any of the criteria for ecological significance, we will also provide a copy of the Significance Statement and discuss the contents of the statement. We will also discuss the implications of having the site identified as significant, to ensure that landowners are aware of what can and cannot be done within the site boundaries according to the District Plan rules. For example, having a Site of Ecological Significance does not mean that landowners have to change how they are using the area; if all or part of a Site of Ecological Significance is currently grazed, grazing can continue. Clearance is generally not permitted within a Site of Ecological Significance, but there are exceptions for essential and practical activities like maintaining existing fence lines and tracks.

Significance Statements include material on potential threats to the biodiversity values of the sites and how these might be managed. We will discuss this with landowners as well, and provide them with options for accessing advice and assistance if they would like to work towards protecting and enhancing the sites' biodiversity values. This information can also be used to develop a Farm Biodiversity Plan. Assistance for work such as fencing to protect patches of bush could include funding through the Christchurch Biodiversity Fund.

We will send a follow-up letter to each landowner to provide a summary of the discussion.

- The number of sites identified to date  
There are currently 103 Sites of Ecological Significance on Schedules A and B of the District Plan. Schedule A sites are those for which both ecological assessment and landowner agreement with the assessment of ecological values and site boundaries have been achieved. Schedule B sites are those which have been assessed by a qualified ecologist as meeting one or more criteria for ecological significance, but for which the Council has not met with landowners to discuss the results of the assessment. Of the 103 sites, 32 are solely on Schedule A, 42 are solely on Schedule B, and 29 are on both schedules (typically the public-ownership portions of the sites are on Schedule A and the private-ownership portions on Schedule B).

There are many areas on Banks Peninsula that are likely to have significant ecological values, but have not been surveyed. There are approximately 600 sites on this "potentially to survey" list, but many of the individual sites identified using data from earlier survey work and/or remote data will be adjacent to one another – so the actual number of potential Sites of Ecological Significance will be much smaller. The make-up of the potential site list may also change; our initial assessment may have missed some significant sites, or misidentified areas as being significant when they are not. And of course ecological values can shift over time. The Natural Environment Team plans to approach owners of 10-30 sites for permission to survey in 2018/19. These sites are likely to be a mix of those previously identified as having high priority (based on potential ecological value) and sites where there is landowner interest in entering the programme to access the Biodiversity Fund.

There is a final group of sites which have been surveyed, but were either not included on Schedule B or have been surveyed since the District Plan review. About half of these are waterway sites, often with mixed public/private land ownership; other sites in this group are in public ownership, such as islets or coastal cliffs.

- The number of completed and agreed to individual sites able to be included in a plan change

We have begun visiting landowners of the Schedule B sites identified in the District Plan. Initial meetings with three landowners occurred in late 2017 to test and refine the process. We recently approached a small group of landowners to arrange meetings; we have had three meetings with landowners from this group and all were productive, positive meetings. Because of the large number of landowners involved, and the need to work around their individual availability, it will take some time to reach everyone. Our intention is to have met with all landowners of Schedule B sites within two years.

Meetings with landowners provide opportunities to discuss the ecological values identified on the property, and options for managing and protecting those values. This is intended to be a two-way flow of information; we recognise the persistence of these sites has been made possible through landowners' past and current land use practices.

The goal of discussions with landowners is to seek agreement in principle to move the site from Schedule B to Schedule A in the District Plan. This is not a formal agreement, and moving items from one schedule to another can only be done via a plan change. Instead, we are creating – and providing to the landowner – a record of the discussion indicating whether they agree that the ecological values and boundaries of identified Sites are appropriate for inclusion on Schedule A, and noting any concerns or queries for us to address. At this early stage of Schedule B landowner visits no agreements have been confirmed.

- The uptake of landowners accessing the Biodiversity funding available  
We submitted recommendations to the June meeting of the Infrastructure, Transport and Environment committee for the first full funding round (2017/18). We recommended nine projects for funding:
  - 2 are Schedule B sites
  - 1 is a recommended extension of a Schedule B site
  - 1 is a recommended extension of a Schedule A site on private land
  - 3 are stream sites which have had aquatic surveys and meet significance criteria, but are not currently on Schedule B
  - 2 are terrestrial sites which meet significance criteria

Eight of the nine projects are within the Banks Peninsula Ward. The Committee approved the funding recommendations, meaning the Biodiversity Fund was almost fully allocated for this financial year. As we work through meetings with landowners for Schedule B sites we expect to see increased awareness of the Fund and more applications from Schedule B landowners.

Note that current Schedule A sites are largely in public ownership, so are not targeted by the Biodiversity Fund.

- How the Council is continuing to communicate with landowners  
For meetings to discuss Schedule B sites, or possible survey of new sites, Council will initially send a posted letter to the landowner(s) and follow up with a phone call. In 2018, a member of Council staff will also participate in Beef + Lamb Farm

Environment Plan workshops for Whakaraupō and Pigeon Bay. Our goal for these workshops will be to provide general information on local biodiversity values, options for managing these values on farms, and background on the SES and Biodiversity Fund programmes. If our participation is useful to landowners we will welcome the opportunity to attend further workshops. We would also welcome suggestions from the Community Board regarding landowner engagement.

## Q&A: Sites of Ecological Significance

### What is a Site of Ecological Significance?

An SES is an area containing significant indigenous vegetation and/or significant habitats of indigenous fauna.

### What is the purpose of the Sites of Ecological Significance programme?

The aim of the programme is to maintain and enhance indigenous biodiversity in the Christchurch District. The primary way we can achieve this is to identify and prevent destruction of ecologically significant indigenous vegetation and other habitats important to indigenous species (like streams and cliffs). We recognise that additional effort – such as pest control – may be necessary to fully protect many species in the District. However, the first step is ensuring that these species don't lose the places, resources and ecological interactions that they need in order to survive.

Wild plants and animals aren't bound by property lines, and protection of biodiversity on public land alone is not enough to ensure many species' survival. Private property contains many important areas for indigenous biodiversity, particularly on Banks Peninsula. Often these sites have persisted thanks to sympathetic land use or active protective measures on the part of landowners and managers. We want to support the good work already being done by landowners and encourage broader adoption of biodiversity-friendly management. We also want to ensure that the values protected and enhanced by these efforts are safeguarded in the long-term, including when land changes hands. Listing of Sites of Ecological Significance in the district plan ensures that new landowners are aware of ecologically valuable areas that cannot be destroyed. As many ecologically valuable sites include portions of two or more properties, this assurance may be appreciated by neighbouring landowners as well as the Council.

### What is biodiversity?

Biodiversity describes the variety of life. There are several components of biodiversity, including:

- genetic diversity within each species
- species diversity: the number of different species present, also called "species richness"
- ecosystem diversity: the variety of different kinds of habitats, such as native forests, tussock grasslands and wetlands

Biodiversity technically includes both indigenous (native) and introduced (exotic) components. However for the purpose of our programme – and for conservation work in general – we are focused on *indigenous* biodiversity. This indigenous biodiversity is a fundamental part of New Zealand's unique landscapes, cultural identity, and economic wealth.

Biodiversity is in decline globally, including in New Zealand. Currently, the most pressing overall threats to New Zealand's biodiversity are from introduced pest species (including animals, plants and diseases), and from ongoing habitat destruction and degradation.

### Are there legal obligations to protect biodiversity?

Biodiversity protection is legally required at many levels, from international agreements through to local government obligations. For example, New Zealand is a signatory to international Convention on Biodiversity (1992) and the Ramsar Convention (1971) to conserve wetlands. Within our own borders, the Resource Management Act 1991 establishes biodiversity protection as a matter of national importance, and provides councils with methods for achieving this. Under the Canterbury Regional Policy Statement 2013, Christchurch City is required to establish means of identifying areas

pg. 1



## Q&A: Sites of Ecological Significance

of ecological significance (we use the Regional Policy Statement guidelines), and to manage activities involving clearance of indigenous vegetation so that significant areas are not destroyed.

### What are Ecological Districts and Ecological Regions?

Ecological Districts are areas with locally distinctive characteristics. Geology, climate, soil, flora and fauna and culture all contribute to a district's identity. Several adjacent Ecological Districts with similar characteristics are grouped into Ecological Regions. Much of Christchurch City sits in the Canterbury Plains Ecological Region, which includes two Ecological Districts – Low Plains and Lake Ellesmere. Banks Peninsula is its own Ecological Region, made up of three Ecological Districts: Port Hills, Herbert and Akaroa. Significance of vegetation and habitats is generally assessed in relation to a site's Ecological District, but many of the districts' species, habitats and ecosystems also have regional and national significance.

### There are threatened species, are there threatened environments and ecosystems?

Yes. Some environments are naturally uncommon because they need a combination of climatic, landform and soil factors that only occur in specific locations. Other environments may have been widespread before humans arrived in New Zealand, but have since been extensively damaged or destroyed by human activity. As a result, the ecosystems that once occurred in these environments have become rare. Regardless of why an ecosystem is now rare, the loss of even a small area means the loss of a large *proportion* of that ecosystem on a regional or national scale, and puts it in greater risk of disappearing altogether.

### What are the criteria for ecological significance?

We use guidelines set by the Canterbury Regional Policy Statement. Different sites may be significant for different reasons, but there are four key factors to consider:

1. *Representativeness*: Does the vegetation/habitat reflect what would naturally be present in the absence of human impacts? If so, how much of that kind of vegetation is still around? If a vegetation type or habitat is still abundant, it makes sense to focus on protecting the largest and healthiest patches. However, even small or degraded patches of vegetation may be considered significant if there is very little left overall.
2. *Rarity or distinctive features*: Is the vegetation/habitat rare? Habitats, vegetation types or species may be rare because of human impacts, or they may be naturally uncommon and only occur under specific conditions. When something is rare, it is at greater risk of being lost altogether, whether through human actions or chance events – so it is important to protect what we can.
3. *Diversity and pattern*: Does the site support a high diversity of indigenous flora and fauna? In some cases, a single habitat type may support a high number of species. In other cases, many different habitats occur side-by-side, supporting a whole series of naturally interconnected vegetation types. Human impacts have broken these connections in many of our landscapes; protecting the places where they still occur is likely to safeguard a broad range of species and ecological interactions.
4. *Ecological context*: Does the site play an important role in the wider ecosystem? Scattered patches of habitat may provide stepping stones, seasonal food sources or breeding sites for mobile animals. Relatively immature or degraded areas on the edges of a habitat patch may protectively buffer more established and diverse habitat in the area's core.

pg. 2

## Q&A: Sites of Ecological Significance

### How are potential Sites of Ecological Significance identified?

We combine information from many different sources to identify *potential* sites for further evaluation. Some of this information involves “remote” or “desktop” analysis as a first step. The two key “remote” data sources are Land Environments New Zealand and the Land Cover Database (both managed by Manaaki Whenua/Landcare Research). We also use data from on-the-ground surveys done during the 1980’s through the central government’s Protected Natural Areas Programme. Supplementary information from published scientific studies and ecological reports by different agencies and organisations is available for many sites, and we have asked local experts to identify places that other methods may miss – small but important seabird nesting sites, for example.

### What is Land Environments New Zealand (LENZ)?

LENZ is a classification of New Zealand’s landscapes, based on a comprehensive set of climate, landform (e.g., elevation, slope) and soil variables. The variables used are known to influence geographic variation in biodiversity. Areas with similar characteristics across these variables are classified as particular land environments. Different land environments will support different communities of plants, animals and fungi.

### What is the Land Cover Database?

The Land Cover Database (LCDB) is a national classification system that identifies what kind of vegetation, if any, is on the ground surface of any location in New Zealand. Based on automated analysis of high-resolution aerial photographs, these classifications are general vegetation types like pasture, native forest, exotic plantations and manuka/kanuka. Ongoing improvements, including complementary field studies, aim to refine distinctions among different types of vegetation.

### What is the Protected Natural Areas Programme?

In the 1980’s, the National Parks and Reserves Authority initiated a programme to identify and protect areas of indigenous vegetation throughout New Zealand. This was called the “Protected Natural Areas Programme” (PNAP). As a part of this programme, botanist Hugh Wilson systematically surveyed Banks Peninsula vegetation at 1260 plots. This information was used to map areas that had remnant or regenerating indigenous vegetation. The most ecologically valuable of these areas were identified in 1992 as Recommended Areas for Protection (RAPs). RAPs were identified on the Port Hills (50), and in the Herbert (23) and Akaroa (38) Ecological Districts. When combined, these areas comprise about 10% of the total approximate 100,000ha area of the Peninsula. Many of the remaining areas of natural vegetation also had (and may still have) high ecological value, but were not considered the top priorities for protection at the time of the survey.

### Can we really determine significance based on remote or 30-year old data?

We use these data sources as a first step; wherever necessary, we verify the characteristics and condition of each site with on-the-ground survey data. For some sites, particularly sites on public land, we can use existing data from recent scientific studies or monitoring programmes. For most sites on private property, we carry out new field surveys to confirm both values and boundaries.

### How are landowners informed of a potential Site of Ecological Significance on their property?

If we have identified an area that is potentially a Site of Ecological Significance, we will phone, write and/or visit the landowner(s) to discuss the site and the SES programme. We will work with landowners to establish appropriate timing and boundaries for the proposed survey work.

pg. 3



## Q&A: Sites of Ecological Significance

### What happens during an ecological survey?

With the landowner's permission, a qualified ecologist visits a potentially significant site to identify and document key aspects of the site's biodiversity and ecology. The specific area(s) to be surveyed will be identified and agreed to beforehand, and the council will provide the ecologist with a map clearly indicating the survey boundaries. Most surveys are focused on documenting botanical characteristics of a site, including the general type of vegetation cover and which species are present. Species of special interest (for example rare and threatened species) are noted. This data is collected by walking through the site, recording observations on data sheets and taking photographs in the survey area. Some plant specimens may be collected if a microscope is needed to confirm a species' identification. The ecologist will also map the boundaries of the vegetation area(s) and comment on potential threats to the site's biodiversity and actions that could be taken by the landowner should they wish to protect or enhance it. Most botanical assessments only require one or two days of field work, depending on the size of the site.

In some cases, a site's characteristics may mean that expert assessment of other biodiversity (such as birds, insects or stream fauna) is appropriate. If more than one type of survey is required, the survey ecologists will work with one another and with the landowner to minimise disruption.

### When do ecological surveys occur?

In general, surveys can occur any time of the year, as agreed with the landowner. Some species, however, are harder to detect at certain times of the year. Spring and Summer are better for surveying grass species, for example.

### Do all potential sites of ecological significance require an ecological study?

No. Existing information may be sufficient for a qualified ecologist to identify an area as a site of ecological significance. However, we do prefer to have current data from an on-the-ground survey wherever possible; it boosts both the council's and landowner's confidence in the assessment.

### What is a Significance Statement?

A qualified ecologist collates all of the data available from remote sources, previous studies, and on-the-ground survey data to prepare a Significant Statement for each site. The statement includes a map, a summary of ecological values and assessment of its significance according to criteria in the Canterbury Regional Policy Statement. The statement will indicate which significance criteria are met and which are not met; some sites may not meet any criteria, so will not be included in the programme following the survey.

### Can a site's significance status, or boundaries, change?

Yes. In the early stages of regeneration, for example, vegetation may not meet significance criteria – but it may meet criteria 10 years down the track. Conversely, part or all of a significant site could be destroyed or degraded by a natural event such as a slip.

### If a landowner with a proposed site of ecological significance does not want an ecological study, what happens?

No survey work for the SES programme will be done without landowner permission. Note that some land management activities may require an ecological survey under District Plan rules; if this occurs, the data collected for that process may contribute to an assessment of the site's significance.

## Q&A: Sites of Ecological Significance

### Who pays for the ecological survey?

Council pays the full cost of ecological surveys initiated through the Sites of Ecological Significance programme. (In contrast, the landowner is responsible for the cost if the survey is required as part of a consent process.) The exact cost of any survey will depend on physical factors such as the site's size, accessibility, and underlying terrain, and on the diversity of habitats and species present.

### Who owns the ecological study data?

Data from an ecological study carried out by CCC is public information, so would be subject to any official information act requests. We provide a copy of the detailed survey data directly to the landowner(s). Site Significance Statements are accessible through the publicly-posted District Plan; the statements include species lists (primarily plant species), but do not include details such as specific locations of individual plants.

### Is information about biodiversity on private land protected by the Privacy Act 1993?

No. Information protected by the Privacy Act relates to personal information. A landowner can request that some personal information has restricted public access.

### What does it mean when an SES is listed in a schedule in the District Plan?

An SES indicates that an area makes a meaningful contribution to the preservation of indigenous biodiversity. We hope to help these special areas persist by confirming where they are located, providing clarity around which areas cannot (and can) be cleared without damaging biodiversity values, and by supporting landowners to undertake active enhancement work if they choose.

The SES is identified in the Christchurch District Plan through a schedule and on planning maps. Rules apply to clearance of indigenous vegetation within the SES and also to earthworks. If a Site of Ecological Significance is cleared or otherwise destroyed, there may be penalties under the District Plan and the Resource Management Act 1991.

There is no obligation for landowners to change their land management practises (which have allowed the sites to retain their current value), or carry out work to actively protect sites. However, there may be actions that landowners can take voluntarily to benefit biodiversity. The Site Significance Statement outlines recommended management actions to maintain ecological values.

### What having an SES does *not* require?

The Council does not intend to acquire or manage Sites of Ecological Significance. The site remains in the landowners' ownership and management.

An SES does not require public access to be provided. However, landowners may give public access if they wish.

An SES does not require fencing, although some sites, or parts of sites, may contain habitat that would benefit from fencing.

An SES does not mean that the landowner has to stop doing anything they have already been doing in the area. If you have been grazing the SES, or part of it, you can continue grazing.

### What are the clearance rules for Sites of Ecological Significance?

The purpose of the SES programme is to prevent loss of ecologically valuable vegetation and the species that rely on it, and the main mechanism for achieving this is restriction of clearance.

pg. 5



## Q&A: Sites of Ecological Significance

However, we recognise that some kinds of small-scale, low-impact clearance are necessary or even beneficial. Generally, clearance for the purpose of maintenance and conservation activities are permitted. For example, clearance is permitted: within 2m of an existing track, fence, building, fire pond, gate, stock yard, trough or water tank; to remove or spray pest animals and plants (refer to the Canterbury pest management strategy), for existing grazing (routinely grazed since 1 June 1996); and for conservation work (e.g. restoration planting, building fences to protect an area). Beyond the specific exceptions, any clearance activities will need a resource consent. Please contact Council or refer to the District Plan to see a full description of the relevant rules.

### What rules are in effect for areas of indigenous vegetation that are not Sites of Ecological Significance?

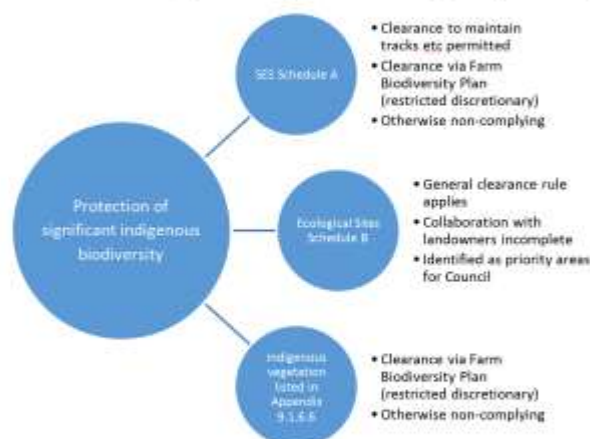
For Banks Peninsula and the Port Hills, the Christchurch District Plan specifies indigenous vegetation and habitats where clearance is limited. These areas may be ecologically significant, and additional sites will be surveyed and assessed over time. Specified indigenous vegetation includes mature and regenerating kanuka, mixed scrub, coastal shrub land, wetlands and podocarp/hardwood forest. Some vegetation types – such as kanuka – have minimum heights, canopy cover percentages and minimum contiguous areas that help define the vegetation, to allow for pasture maintenance. Please refer to [Appendix 9.1.6.6 of the Christchurch District Plan](#) for full details.

### What is a Farm Biodiversity Plan?

Within an SES, clearing of indigenous vegetation related to maintaining a farm and rural productive activities could still be undertaken through a Farm Biodiversity Plan. This means that a resource consent would still be required, but the clearance would be considered as a restricted discretionary activity. Clearance activities within an SES without a Farm Biodiversity Plan will be considered as a non-complying activity.

A Farm Biodiversity Plan is a tool to assist a landowner/land manager in managing and protecting indigenous biodiversity on their property while recognising that significant indigenous biodiversity may also form an integral part of a productive farmed property. A Farm Biodiversity Plan could be developed in collaboration between the landowner and the Council.

*Overview of Christchurch District Plan provisions for clearance of indigenous vegetation:*



## Q&A: Sites of Ecological Significance

### Will the District Plan rules change?

Councils are required to review their District Plans every 10 years. Plan reviews can result in changes to the rules. Central government and regional policies and regulations can also trigger rule changes.

### What if a landowner wants to protect or enhance a site's ecological value?

Council's Regional Park Rangers can provide guidance and advice on managing the values within an SES, for example by providing advice on pest and weed control and appropriate planting.

The Council has a contestable Biodiversity Fund to assist private landowners in managing and protecting indigenous biodiversity. Currently the fund has \$200,000 per annum available for allocation. For further details refer to <https://ccc.govt.nz/culture-and-community/community-funding/christchurch-biodiversity-fund/>.

Landowners may be interested in providing additional legal protection by covenanting a site. Organisations such as the QEII National Trust, Banks Peninsula Conservation Trust, and Ngā Whenua Rāhui can assist with covenant questions and processes.

### Are there financial implications of having a Site of Ecological Significance?

The economic costs and benefits of having a Site of Ecological Significance will depend on many factors, including the size of the SES and how it is managed. Potential long-term benefits include improved water quality, provision of stock shelter and control of erosion. Landowners may wish to explore eco-tourism or carbon credit opportunities. Potential costs may arise from a restriction of opportunities to clear vegetation for activities such as intensified grazing or forestry.

### Is there rates relief as a result of a site of ecological significance?

No. Rates relief can be provided for covenants if landowners request that the Capital Value (CV) is reduced, so that Registered Value (RV) is reduced, resulting in a reduction in rates. The reduction in RV and rates is likely to be small for most properties.

## Q&A: Sites of Ecological Significance

### Key sources for information on Sites of Ecological Significance:

*Christchurch District Plan, Chapter 9 – Natural and Cultural Heritage, section 9.1 – Indigenous Biodiversity and Ecosystems*  
(<https://districtplan.ccc.govt.nz/pages/plan/book.aspx?exhibit=DistrictPlan>)

### Christchurch District Plan Definitions:

|  |  |
|--|--|
| <i>Improved pasture</i>                | Means an area of pasture: <ul style="list-style-type: none"> <li>a. where exotic pasture grass and herb species are the visually predominant vegetation cover; and</li> <li>b. that: <ul style="list-style-type: none"> <li>i. is used for livestock grazing and has been routinely so used since 1 June 1996; or</li> <li>ii. at any time on or after 1 June 1996 was modified or enhanced for the purpose of livestock grazing by cultivation, irrigation, oversowing, top-dressing and/or direct drilling.</li> </ul> </li> </ul> |
| <i>Indigenous vegetation clearance</i> | Means the felling or clearing of indigenous vegetation by cutting, crushing, cultivation, irrigation, chemical application, artificial draining, stop banking or burning   |
| <i>Indigenous vegetation</i>           | Means vegetation containing plant species that are indigenous or endemic to the area/site.   |

### Report for on-the-ground survey of Banks Peninsula vegetation in the 1980's:

Wilson, H. D. 1992. Banks Ecological Region, Port Hills, Herbert and Akaroa Ecological Districts. Protected Natural Areas Programme Survey Report no. 21. DOC PNA Survey Document.

### Report describing the criteria for ecological significance, including descriptive examples of vegetation that do and do not meet criteria:

Wildlands 2013. Guidelines for the application of Ecological Significance criteria for indigenous vegetation and habitats of indigenous fauna in Canterbury Region. Contract Report No. 2289i prepared for Environment Canterbury. (<https://www.ecan.govt.nz/document/download/?uri=2075337>)

### Description of the Land Environments New Zealand system:

Leathwick, J. R., JMcC Overton, and M. McLeod. 2003. "An environmental domain classification of New Zealand and its use as a tool for biodiversity management." *Conservation Biology* 17(6): 1612-1623. (<https://onlinelibrary.wiley.com/doi/abs/10.1111/j.1523-1739.2003.00469.x>)

### Description of the Land Cover Database system, including classification of threatened environments:

Cieraad E, Walker S, Price R, Barringer J. 2015. An updated assessment of indigenous cover remaining and legal protection in New Zealand's land environments. *New Zealand Journal of Ecology* 39(2): 309-315. (<https://newzealandecology.org/nzje/3235>)





## 15. Banks Peninsula Community Board Area Report

Reference: 18/113788

Presenter(s): Penelope Goldstone and Joan Blatchford

### 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 July 2018.](#)

### 3. Community Board Activities and Forward Planning

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

3.1.1 **Graffiti Report** - reported graffiti incidents for May 2018. (**Attachment A**)

3.1.2 **Christchurch Biodiversity Fund** – Attached is a memo regarding projects that had funding approved at the Infrastructure, Transport and Environment meeting on 13 June 2018. (**Attachment B**)

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

##### 3.2.1 Parking restrictions London Street, Lyttelton

Open for feedback: 19th June 2018 - 9th July 2018

With the rebuilding and relocation of the Lyttelton fire station and the ambulance station, Council is reviewing the current on street parking layout on London Street West, Lyttelton.

London Street, between Dublin Street and Canterbury Street, currently has a variety of on street parking restrictions, parking signage, and line markings. Due to the rebuilding and relocation of the Lyttelton fire station and the ambulance station, staff are reviewing the current on street parking layout. Council will also be installing new clear access markings for the emergency services stations. Parking demand is high at times including Saturdays with the Lyttelton Farmers Market.

The Board has been sent the details.

3.2.2 **Freedom Camping** – a report on Freedom Camping will be going to the Regulatory Performance Committee in Wednesday 11 July recommending that the Committee recommend to Council that consultation be undertaken to amend the Freedom Camping Bylaw 2015 to address community concerns in Akaroa.

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

3.3.1 The Council will be considering and finalising decisions on the Councils Long Term Plan at a meeting on 22<sup>nd</sup> June 2018.

**3.4 Requests for information from Board meeting on Newline**

3.4.1 Board members are asked to consider topics from the meeting for inclusion on Newline, in the Board newsletter and/or Report to Council.

3.4.2 The staff who collate the newsletter want to pass on their thanks to the Board for its input.

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

4.1 Officers will provide an update on progress to the Banks Peninsula Community Board in September 2018. This will include draft findings of the review and proposed goals and actions.

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

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

5.1.1 **Community Facilities and Heritage** - Bi-monthly Status Report to May 2018 is attached. **(Attachment C)** Note the re-opening of the Akaroa Service Centre will be early August – not June as in the update.

**5.2 Strengthening Community Fund Projects**

5.2.1 Strengthening Community Fund applications closed on 8 May. Twenty applications were received for Banks Peninsula, with applications totalling \$231,009. There will be a Board workshop to look at the applications on 9 July with a report going to the 13 August Community Board meeting for decisions.

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

5.3.1 **Be Active Programme** - due to the success of the Green Prescription Programme in Lyttelton a partnership is underway with The Community House, Project Lyttelton and Sport Canterbury to initiate a trial “Be Active” eight week programme at the Recreation Centre.

**5.4 Infrastructure projects underway**

5.4.1 **Naval Point** – update from the Project Manager:

- A Lead Design team has been engaged for the preparation of the Development Plan
- Staff have been meeting with recreation user groups in order to provide updates on the proposed QRA mitigation measures, based on the information provided at the 14 May Community Board meeting
- Meetings have been scheduled for 26<sup>th</sup> to the 28<sup>th</sup> June with recreation user groups in order review current and future needs for the site and to aid in developing a series of options to be developed over the next few months
- Staff will be reporting back later this year on option development

**5.5 Events Report back**

Nothing to report.

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

6.1 **Community Service Awards** – a ceremony was held on Monday 11 June to present Community Service Awards to the following people:

- Matt Ledgerwood and Bianca McKinnon-Gee
- Juliet Adams                      - Jessica Armstrong                      - John Watson
- Helen Braithwaite                      - Peter Ozich                      - Al Park
- Andrew Norris                      - Frances Willems                      - George Birt

Awards were also presented separately to David Evans and Christine Wilson.



6.2 **Visitor Signage** - the Lyttelton Gateway (Simeon Quay) sign detail has been updated and the new sign is to be produced and installed.

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

7.1 **Bi-monthly report** will be included in the August Area Report.

## 8. Community Board funding budget overview and clarification

8.1 **Discretionary Response Fund** - there is currently \$7,752.00 remaining in this fund for allocation. See attached spreadsheet (**Attachment D**).

## Attachments

| No.                 | Title  | Page |
|---------------------|--|------|
| A <a href="#">↓</a> | Reported Graffiti Incidents - May 2018   | 69   |
| B <a href="#">↓</a> | Internal Memos Christchurch Biodiversity Fund - Project funding approved by Infrastructure Transport and Environment Committee June 2018 31 December 2018 Report | 70   |
| C <a href="#">↓</a> | Community Facilities and Heritage Bimonthly Status Report - Banks Peninsula Community Board - May 2018   | 73   |
| D <a href="#">↓</a> | Discretionary Response Fund Balance as at 25 June 2018   | 79   |

## Signatories

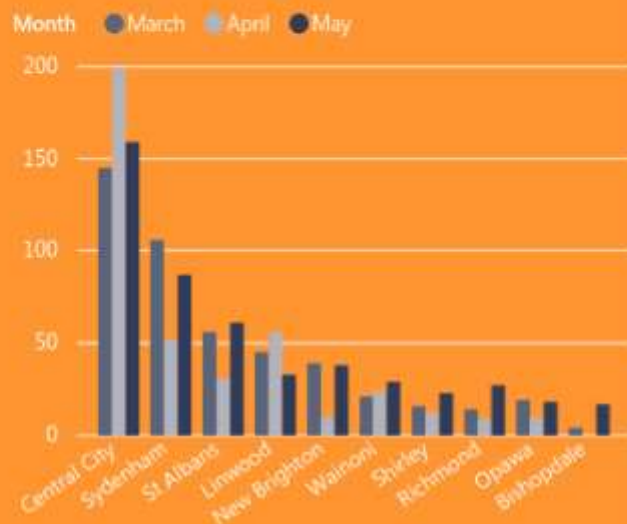
|                    |   |
|--------------------|---|
| <b>Authors</b>     | <p>Liz Carter - Community Board Advisor</p> <p>Meredith Anne Williams - Support Officer</p> <p>Joan Blatchford - Manager Community Governance, Banks Peninsula/Lyttelton</p> <p>Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa</p> <p>Trisha Ventom - Community Recreation Advisor</p> <p>Philipa Hay - Community Development Advisor</p> <p>Andrea Wild - Community Development Advisor</p> |
| <b>Approved By</b> | <p>Joan Blatchford - Manager Community Governance, Banks Peninsula/Lyttelton</p> <p>Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa</p> <p>Matthew McLintock - Manager Community Governance, Fendalton-Waimairi-Harewood</p>  |

graffiti  
PROGRAMME

## REPORTED GRAFFITI INCIDENT COUNT – MAY 2018

### Top 10 Reported Graffiti Incidents by Suburb

| Suburb       | March | April | May |
|--------------|-------|-------|-----|
| Central City | 145   | 199   | 159 |
| Sydenham     | 106   | 52    | 87  |
| St Albans    | 56    | 31    | 61  |
| Linwood      | 45    | 56    | 33  |
| New Brighton | 39    | 10    | 38  |
| Wainoni      | 21    | 24    | 29  |
| Shirley      | 16    | 12    | 23  |
| Richmond     | 14    | 9     | 27  |
| Opawa        | 19    | 10    | 18  |
| Bishopdale   | 4     |       | 17  |



### Top 10 Reported Graffiti Incidents by Ward

| Ward            | March | April | May |
|-----------------|-------|-------|-----|
| Central         | 279   | 295   | 295 |
| Coastal         | 100   | 54    | 77  |
| Linwood         | 79    | 73    | 65  |
| Heathcote       | 97    | 58    | 59  |
| Innes           | 52    | 42    | 67  |
| Burwood         | 59    | 53    | 43  |
| Spreydon        | 53    | 34    | 30  |
| Riccarton       | 38    | 27    | 32  |
| Cashmere        | 38    | 26    | 26  |
| Fendalton       | 39    | 27    | 17  |
| Hornby          | 19    | 14    | 30  |
| Banks Peninsula | 12    | 19    | 14  |
| Papanui         | 15    | 14    | 16  |
| Halswell        | 15    | 15    | 5   |
| Harewood        | 8     | 6     | 20  |
| Waimairi        | 7     | 4     | 3   |

### Graffiti Hot Spots

| Street Address                                       | May |
|--|-----|
| 252 Linwood Avenue, Linwood, Christchurch, 80...     | 6   |
| 6 Riccarton Avenue, Central City, Christchurch, 8... | 6   |
| 100 Shaw Avenue, Rawhiti Domain, New Brighto...      | 4   |
| 12 Wycola Avenue, Hei Hei Community Centre, ...      | 4   |
| 140 Greers Road, Burnside, Christchurch, 8053        | 4   |
| 194 Milton Street, Sydenham, Christchurch, 8023      | 4   |
| 213 Marine Parade, New Brighton Library, New ...     | 4   |
| 38 Riselaw Street, Shirley, Christchurch, 8013       | 4   |
| 445 Hagley Avenue, Central City, Christchurch, 8...  | 4   |



Memos

Christchurch  
City Council 

### Memorandum

**Date:** 13 June 2018  
**From:** Laura Molles, Natural Environment Advisor  
**To:** Liz Carter, Community Board Advisor – Banks Peninsula Community Board  
**Cc:**   
**Subject:** Christchurch Biodiversity Fund - Project funding approved by Infrastructure Transport and Environment Committee June 2018  
**Reference:** 18/597481

### Christchurch Biodiversity Fund – projects funded in the Banks Peninsula Ward

The Christchurch Biodiversity Fund provides funding (a total of \$200,000 per year) for work to protect and enhance biodiversity values on private land. Projects must occur at sites that meet criteria for ecological significance. This fund is intended to complement the Sites of Ecological Significance programme (SES), and will be promoted to Schedule B landowners as we undertake meetings with them over the next 1-2 years.

At the Infrastructure, Transport and Environment Committee meeting on 13 June, funding was approved for nine projects. Eight of the nine projects receiving funding are in the Banks Peninsula Ward. Brief descriptions of the projects are included here. We are very pleased to see these projects funded, and are grateful to the assistance of the applicants and landowners for the work they put into their applications.

#### Projects:

##### Okuti River Project – Baldwin Wetland and River Margin – Little River Wairewa Community Trust

- SES: Okuti River (meets criteria)
- Funding allocated: \$26460
- Specific project works: Fencing to prevent stock access to river, eco-sourced riparian and wetland restoration planting, assessment of fish passage and impediments, pest plant and pest mammal control.
- Project overview: The Okuti River Project is a community stewardship initiative aimed at improving the ecological health of the river from its headwaters through to Te roto o Wairewa/Lake Forsyth. Overall, the project plan includes educational, assessment, protection and restoration actions over several years. Significant ecological values of the river include a representative assemblage of indigenous freshwater fish, including migratory and At Risk species, and a spawning site for the Threatened lamprey. Also present are two At Risk/Threatened freshwater invertebrates found only on Banks Peninsula.

##### Duvauchelle Peak – Application via Banks Peninsula Conservation Trust

- SES: Duvauchelle Peak (meets criteria)
- Funding allocated: \$11862
- Specific project works: Fencing to prevent stock access to approximately 4.5ha of indigenous vegetation, including forest, rocky outcrop areas and a mountaintop.
- Project overview: This site supports a high diversity of indigenous plant species, and will expand an already-covenanted private reserve (ca. 19ha). Duvauchelle Peak is a highly visible

Item No.: 0

Page 1



Memos



and iconic landmark on Banks Peninsula; the extension of the fenced area will encompass a broader gradient of habitat types and exclude stock from almost all of the corresponding Recommended Area for Protection (as identified through the Protected Natural Areas Programme).

Wainui Stream

- SES: Wainui Stream (meets criteria)
- Funding allocated: \$17480
- Specific project works: Fencing to prevent stock access to the downstream, branched end of Wainui Stream, and to restore riparian vegetation within the newly-fenced stream margin.
- Project overview: Wainui Stream meets Site of Ecological Significance criteria, including as habitat for several species of Threatened and At Risk freshwater fish and invertebrates and at least eight species of migratory fish. An active community group is seeking to improve biodiversity values throughout the stream's catchment. Much of the upper main stem and some tributaries already benefit from well-established riparian vegetation; this project is an opportunity to enhance the end reach of the stream down to the point where it enters Akaroa Harbour.

Armstrong Stream/Mabel Hope Reserve – Application via Banks Peninsula Conservation Trust

- SES: Armstrong Stream (meets criteria)
- Funding allocated: \$18750
- Specific project works: Fencing to prevent stock access to the stream and the existing riparian vegetation.
- Project overview: This site covers the downstream portion of Armstrong Stream, which meets Site of Ecological Significance criteria, including as habitat for several species of Threatened and At Risk freshwater fish and invertebrates, and at least six species of migratory fish. The site already benefits from remnant, established riparian vegetation, which will also be protected and enhanced by the proposed fencing. The owner intends to place a covenant on the site.

French Peak – Application via Banks Peninsula Conservation Trust

- SES: French Peak (meets criteria)
- Funding allocated: \$19978
- Specific project works: Fencing to prevent stock access to approximately 4ha of regenerating indigenous vegetation, including naturally uncommon rocky outcrop habitat.
- Project overview: This project will fence one landowner's portion of a Site of Ecological Significance to protect indigenous vegetation from stock. Rocky outcrops such as this one are naturally uncommon within the wider landscape, and are distinctive features of Banks Peninsula's landscape and ecology. Opportunities to protect examples of this habitat type and its component species are valuable. The landowner intends to place a covenant on the site.

Paua Bay C – Application via Banks Peninsula Conservation Trust

- SES: Paua Bay (meets criteria; extension of schedule B site)
- Funding allocated: \$21242
- Specific project works: Fencing to prevent stock access to approximately 5ha of indigenous bush.

## Memos



- Project overview: This site is one of several components of a broader Site of Ecological Significance in Paua Bay. It contains a high diversity of plant species, including an unusually high diversity of ferns. The site contains a stream which will also be protected and enhanced through the fencing. The landowners have previously fenced and covenanted other portions of the SES, and are in the process of arranging a covenant for this portion as well.

### Orton Bradley Park - Hunters Gully

- SES: Mt Herbert Spur and Orton Bradley Park (schedule B)
- Funding allocated: \$27416
- Specific project works: Fencing to prevent stock access to approximately 15ha of contiguous indigenous bush, and pest plant control over 77ha in the gully and adjacent areas within the broader Site of Ecological Significance.
- Project overview: Orton Bradley Park actively works to protect and enhance biodiversity values throughout Park property. 100ha of the Park is already fenced, including other areas within the wider Site of Ecological Significance; plant and animal pest control is carried out throughout the area as funding allows. The site to be fenced comprises a hillside with a stream running through it, and includes an existing publicly-accessible walking track. Pest plant control work in this and other fenced areas of the SES will further protect the forested areas' ecological value.

### Living Springs

- SES: Lion Rock (schedule B site)
- Funding allocated: \$28415
- Specific project works: Fencing, riparian/infill planting, pest plant control
- Project overview: This site is a portion of the broader Site of Ecological Significance, most of which is on the Living Springs property. Living Springs contributes to an expanding network of indigenous vegetation stretching along the Port Hills. The property owners have been progressively working towards creating an eco-sanctuary for many years, with actions including retirement of land from grazing, fencing and replacement of exotic grassland and pine plots with indigenous species.
- The proposed project work extends protective fencing to enclose an additional portion of the Site of Ecological Significance that overlays the property; a stream runs through this section. A second area will be protected by an additional stretch of fence running beyond the SES boundary, in order to work around a large slip. The property owners propose planting the additional land enclosed by the fence to extend the indigenous forest cover. The funding will also cover control of plant pests over two target areas within the SES.

## Attachments

There are no attachments to this report.

## Signatories

|             |  |
|-------------|--|
| Author      | Laura Molles - Advisor Natural Environment       |
| Approved By | Clive Appleton - Team Leader Natural Environment |

## Banks Peninsula Community Board

### Attachment 1

#### Community Facilities and Heritage Programme

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

- [Opened to Public - Community Facilities and Heritage](#)
- [Active Projects- Heritage](#)
- [Future Projects or On Hold - Community Facilities and Heritage](#)



## Opened to Public - Community Facilities and Heritage

### Opened to Public 2018

|   |   |   |
|---|---|---|
|  |   |   |
|   | Langlois-Eteveneaux Cottage - Heritage<br>Banks Peninsula CB / May 2018           |   |
|  |  |  |
| Lytelton Skate Park<br>Banks Peninsula CB / May 2018                              | Lytelton Skate Park – Retaining Wall<br>Banks Peninsula CB / May 2018             | Allandale Community Centre Repair<br>Banks Peninsula CB/ Mid-Feb 2018               |

### Opened to Public 2017

|   |   |  |
|---|---|--|
|  |  |                             |
| Governors Bay Old School House<br>Banks Peninsula CB/ 30 June 2017                  | Coronation Library (Akaroa)<br>Banks Peninsula CB /16 June 2017                     | Akaroa Court House<br>Banks Peninsula CB /16 June 2017   |
|  |  |                             |
| Lytelton (Upham) Clock Tower<br>Banks Peninsula CB/ 7 June 2017                     | Custom House, Akaroa<br>Banks Peninsula CB / 6 April 2017                           | Lytelton Library, Service Centre and Integration<br>with Library EQ Repairs<br>Banks Peninsula CB/ 13 March 2017 |

Elected Member Update  
May 2018



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



Opened to Public 2016



Governors Bay community centre  
Banks Peninsula CB/ 14 December 2016



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



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



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



Lytelton Plunket Rooms & Toy Library  
Demolished & 15 year lease at Lytelton Rec Centre  
Banks Peninsula CB/ July 2016



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



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



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



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

Opened to Public 2015



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



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



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



Elected Member Update  
May 2018

|   |   |   |
|---|---|---|
|            |                     |  |
| Duvuachelle Show Grounds Exeloo Toilet<br>Banks Peninsula CB / 12 <sup>th</sup> August 2015 | Duvauchelle Reserve and Campground - All Buildings<br>Banks Peninsula CB / 30 <sup>th</sup> July 2015 | Port Levy Pool Changing Shed<br>Banks Peninsula CB / 2 <sup>nd</sup> April 2015     |
| <u>Opened to Public 2014</u>  |   |   |
|            |                      |   |
| Norman Kirk Pool Rebuild<br>Banks Peninsula CB / 12 <sup>th</sup> February 2015             | Godley House – Foundation Remediation- <u>Heritage</u><br>Banks Peninsula CB / December 2014          |   |

## Active Projects- Heritage

### Akaroa Service Centre

Banks Peninsula Community Board  
Tranche 1  
Heritage

|  |   |                           |                        |
|--|---|---------------------------|------------------------|
| Opening                                  | June 2018   | Current Phase / Sub-Phase | Executing Construction |
| Delegated Authority for concept Approval | Christchurch City Council – Internal staff building custodian |                           |                        |

#### Description of Work

The Akaroa Service Centre currently has a 67%NBS but remains closed. This is as a result of earthquake damage and a desire to undertake alterations. Proposed works involve a new layout to the ground floor, upgrading data and heating, re-opening the balcony on the north east corner of the first floor and any upgrades necessary to comply with the building code including the installation of a new accessible toilet and ramp.

#### Current Status

Stage 1 - Exterior. All works have been completed with only minor touch ups still required and the painting of the picket fence.



The contractor has commenced on site as at the 28<sup>th</sup> of August 2017. All structural, HVAC, fire, data, and lighting upgrades are complete. Building is in final phases of fit-off and decorating prior to lodging for code of compliance.

Elected Member Update  
May 2018

## Future Projects or on hold – Community Facilities and Heritage

| Asset Name   | Status  | Community Board | Target Start Date |
|--|---------|-----------------|-------------------|
| <b>Former Council Stables – Donald St- Heritage</b><br>Awaiting Asset Owner direction. Budget has been moved out to FY20/21.   | On Hold | Banks Peninsula | 01 July 2019      |
| <b>Kukupu Hostel - Heritage</b><br>CCC are currently looking into the future use of the building as this will determine the design process for the repair and strengthening of the property. This asset is currently on hold awaiting a decision on future use. Budget has been moved out to FY19/20.  | On Hold | Banks Peninsula | 01 Jul 2018       |
| <b>Little River (Coronation) Library- Heritage</b><br>The area traditionally suffers from flooding and as this building is affected, we are currently looking at potential solutions for this facility. A report has been completed and issued to Council for review and comment. The flooding report has several different options for the protection of the property and this is currently being expanded and initial budget estimate figures completed for further review. Budget has been moved out to FY21/22 | On Hold | Banks Peninsula | 01 July 2020      |

| 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     |
| Sarah Joy Weir Cameron   | \$300.00            | 11/12/2017     |
| Suzanna Rose Davis - Future Problem Solving World Championship   | \$300.00            | 14/05/2018     |
| <b>Youth Development Scheme Allocated</b>  | <b>\$2,400.00</b>   |                |
| <b>In Assessment</b>   |                     |                |
|  | \$ 5,000.00         |                |
| <b>In Assessment Balance</b>   | <b>\$ 5,000.00</b>  |                |
| <b>Declined</b>  |                     |                |
| Erin Neufeld: 'Sense of Place' study in Akaroa   |                     |                |
| <b>Pending Board Approval</b>  |                     |                |
| Banks Peninsula RSA - Armistice Day Service  | \$ 1,500.00         |                |
| Project Lyttelton - Lyttelton Youth Group Youth Sessions   | \$ 1,815.00         |                |
| <b>Pending Board Approval Balance</b>  | <b>\$ 3,315.00</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     |
| Naval Point Club - Port Levy Regatta   | \$2,500.00          | 14/05/2018     |
| Akaroa District Promotions - rent and power  | \$475.00            | 14/05/2018     |
| Diamond Harbour Community Assn - tool shed and installation materials  | \$1,000.00          | 11/06/2018     |
| <b>Discretionary Response Fund Allocated</b>   | <b>\$ 43,035.00</b> |                |
| <b>TOTAL: Discretionary Response Fund Unallocated</b>  | <b>\$8,752.00</b>   |                |

## 16. 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.