



Te Pātaka o Rākaihautū Banks Peninsula Community Board AGENDA

Notice of Meeting:

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

Date: Monday 12 February 2024
Time: 10 am
Venue: Akaroa Boardroom, 78 Rue Lavaud Akaroa

Membership

Chairperson	Lyn Leslie
Deputy Chairperson	Nigel Harrison
Members	Tyrone Fields Asif Hussain Cathy Lum-Webb Howard Needham Luana Swindells

7 February 2024

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

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

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<https://www.youtube.com/channel/UC66K8mOIfQT3l4rOLwGbeug>

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



What is important to us?

Our Strategic Framework is a big picture view of what the Council is aiming to achieve for our community

Our focus this Council term 2022–2025

Strategic Priorities



Be an inclusive and equitable city which puts **people at the centre** of developing our city and district, prioritising wellbeing, accessibility and connection.



Champion Ōtautahi-Christchurch and collaborate to build our role as a leading New Zealand city.



Build trust and confidence in the Council through meaningful partnerships and communication, listening to and working with residents.

Adopted by the Council on 5 April 2023



Reduce emissions as a Council and as a city, and invest in **adaptation and resilience**, leading a city-wide response to climate change while protecting our indigenous biodiversity, water bodies and tree canopy.



Manage ratepayers' money wisely, delivering quality core services to the whole community and addressing the issues that are important to our residents.



Actively balance the needs of **today's residents** with the **needs of future generations**, with the aim of leaving no one behind.

Our goals for this Long Term Plan 2024–2034

Draft Community Outcomes



Collaborative and confident

Our residents have the opportunity to actively participate in community and city life, have a strong sense of belonging and identity, and feel safe.



Green and liveable

Our neighbourhoods and communities are accessible and well connected, supporting our goals to reduce emissions, build climate resilience and protect and regenerate the environment, especially our biodiversity, water bodies and tree canopy.

To be adopted by the Council as part of the Long Term Plan 2024–2034



A cultural powerhouse

Our diverse communities are supported to understand and protect their heritage, pursue their arts, cultural and sporting interests, and contribute to making our city a creative, cultural and events 'powerhouse'.



Thriving and prosperous

Our city is a great place for people, business and investment where we can all grow our potential, where enterprises are innovative and smart, and where together we raise productivity and reduce emissions.

Our intergenerational vision

A place of opportunity for all.

Open to new ideas, new people,
new investment and new ways
of doing things – a place where
anything is possible.



Ngāi Tahu has rangatiratanga over its takiwā – the Council is committed to partnering with Ngāi Tahu to achieve meaningful outcomes that benefit the whole community

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

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Karakia Whakamutunga

Karakia Tīmatanga

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tīhei Mauri Ora	Cease the winds from the west Cease the winds from the south Let the breeze blow over the land Let the breeze blow over the ocean Let the red-tipped dawn come with a sharpened air. A touch of frost, a promise of a glorious day.
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1. Apologies Ngā Whakapāha

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

2. Declarations of Interest Ngā Whakapuaki Aronga

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 Te Whakaāe o te hui o mua

That the minutes of Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on [Monday, 11 December 2023](#) be confirmed (refer page 5).

4. Public Forum Te Huinga Whānui

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

There were no public forum requests received at the time the agenda was prepared

5. Deputations by Appointment Ngā Huinga Whakaritenga

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 Ngā Pākikitanga

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

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

Date: Monday 11 December 2023
Time: 10 am
Venue: Akaroa Boardroom, 78 Rue Lavaud Akaroa

Present

Chairperson	Lyn Leslie
Deputy Chairperson	Nigel Harrison
Members	Tyrone Fields
	Asif Hussain
	Cathy Lum-Webb
	Howard Needham
	Luana Swindells

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

Karakia Tīmatanga

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Part C
Community Board Decision

There were no apologies.

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B
Nigel Harrison declared an interest in Item 4.2 – Akaroa Heritage Festival Society.

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

Part C
Community Board Resolved BKCB/2023/00082

That the minutes of Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on Monday, 6 November 2023 be confirmed.

Tyrone Fields/Cathy Lum-Webb

Carried

4. Public Forum Te Huinga Whānui

Part B
4.1 Fishing Boats and Inshore Fishing in Banks Peninsula

Richard and Jill Simpson spoke to the Board regarding fishing boats and inshore fishing on the Banks Peninsula, following the recent wreck of a fishing trawler on the Peninsula and expressed their concerns about the effects of trawling on species that live around the coast including yellow eye penguins and dolphins. Richard and Jill are seeking Community Board and Council support for restrictions on commercial fishing close to the shore around Banks Peninsula to ensure protection of coastal wildlife and the environment.

Part B

That the Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Request staff advice on how the community could lobby for formal commercial fishing restrictions in the bays surrounding the Banks Peninsula and how the Board could support such an initiative.
2. Thanks Richard and Jill for their presentation.

Attachments

- A Item 4.1 Fishing Boats and Inshore Fishing Banks Peninsula Presentation - 11 December 2023

4.2 Akaroa Heritage Festival Society

Nigel Harrison, Lesley Burkes-Harding and John Harding spoke on behalf of the Akaroa Heritage Festival Society regarding FrenchFest, with thanks to the Board for their support of the event.

The group described the event and the widespread participation in it. The Society is looking for an increased level of ongoing funding for future FrenchFest events.

Part B

That the Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Requests that staff work with the Akaroa Heritage Festival Society to explore options for long term funding for the FrenchFest.
2. Thanks Nigel, Lesley and John for their presentation.

Attachments

- A Item 4.2 Akaroa Heritage Society FrenchFest Presentation 11 December 2023

4.3 Purau Foreshore

The scheduled presentation did not occur.

4.4 Condition of Beach Road, Akaroa

Janis Haley spoke to the Board with regards to the condition of the seaward grass verge along Beach Road from the Boat Club to the Yacht Club, which is a walking path frequently used by locals and tourists alike. The road is narrow and the grass often long and difficult to walk through, causing safety concerns when pedestrians walk along the road. To date the grass has been cut infrequently. Janis would like the Council to remove the grass and put down a blackjack surface to provide a safe walking space.

Part B

That the Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Refers the issues raised in the deputation to staff for investigation and response.
2. Thanks Janis for her deputation.

Attachments

- A Item 4.4 Condition of Beach Road Akaroa Presentation 11 December 2023

4.5 Member of Parliament Introduction

The new local Member of Parliament Dr Vanessa Weenink, introduced herself and told the Board that she intends to be truly approachable, is a good listener and asks that the Board gets in touch with her about anything she can help with and support.

The Chairperson thanked Dr Weeknik for her presentation.

5. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

There were no deputations by appointment.

6. Presentation of Petitions Ngā Pākikitanga

Part B

There was no presentation of petitions.

7. Reserve Committee Meeting Minutes

Community Board Resolved BKCB/2023/00083 Officer recommendations accepted without change

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the minutes of the following Reserve Committees:
 - a. Okains Bay Reserve Committee – Unconfirmed Minutes – 18 October 2023
 - b. Duvauchelle Reserve Committee – Confirmed Minutes – 16 October 2023
 - c. Cass Bay Reserve Committee – Unconfirmed Minutes – 1 November 2023
 - d. Duvauchelle Reserve Committee – Unconfirmed Minutes – 20 November 2023

Nigel Harrison/Asif Hussain

Carried

8. Garden of Tāne Reserve Committee Triennial Plan

The report was co-presented with Suky Thompson, Chairperson, Garden of Tāne Reserve Committee, who worked collaboratively with staff to review the Garden of Tāne Triennial Plan.

Community Board Resolved BKCB/2023/00084 Officer recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Accepts and supports the Garden of Tāne Reserve Committee Triennial Plan through the Council's Long Term Plan and Annual Plan processes.

Nigel Harrison/Luana Swindells

Carried

9. Duvauchelle Holiday Park - Additional cabins

Community Board Resolved BKCB/2023/00085 Officer recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves the request from the Duvauchelle Reserve Committee for the provision of specific sites 65 and 66 (Attachment A to the report on the meeting agenda) to construct two self-contained cabins, at the Duvauchelle Holiday Park, subject to:
 - a. Consultation being completed with Papatipu Rūnanga as per section 6.8 of the report on the meeting agenda.
 - b. The total costs associated with the design/construction, connection to services and fit out are funded from the camp operating surplus.
 - c. The necessary resource and building consents to be obtained, before commencing 0987PI30 installation of the self-contained cabins.
 - d. The costs associated with operation, maintenance and future removal, will be budgeted within existing budgets.
 - e. The construction of two cabins as specified by the Duvauchelle Reserve Committee, shall be tendered by Council staff.

Nigel Harrison/Asif Hussain

Carried

10. Community Board Plan Monitoring Report

Community Board Comment

The Board acknowledged the work initiated by staff to update progress on the Board Plan on the Board's webpage after every meeting so that the Community can view current progress at any time.

Community Board Resolved BKCB/2023/00086 Officer recommendation accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Te Pātaka o Rākaihautū Banks Peninsula Community Board Plan Monitoring Report.

Tyrone Fields/Asif Hussain

Carried

11. L'aube Hill Reservoir - Tree Removal and Temporary Reservoir Location

Community Board Comment

The Board thanked staff for their agreement to donate the firewood from the felled trees to local charities, such as the Lions Club.

Community Board Resolved BKCB/2023/00087 Officer recommendation accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves the removal of up to 17 additional trees within L'aube Hill Reserve, to enable the construction of water supply tanks within the water treatment plant (as per 4.7 of the Tree Policy).

Nigel Harrison/Asif Hussain

Carried

12. 2023/24 Discretionary Response Fund Application - Project Lyttelton - Emergency Hub Set-up Costs

Local MP, Dr Vanessa Weenink, highlighted the availability of resilience funding from the Government and also a Provincial Infrastructure Fund.

Community Board Resolved BKCB/2023/00088 Officer recommendation accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves a grant of \$3,486 from its 2023/24 Discretionary Response Fund to Project Lyttelton Incorporated towards equipment for the Lyttelton Emergency Hub and first aid training for its volunteers.

Cathy Lum-Webb/Nigel Harrison

Carried

13. 2023/24 Discretionary Response Fund Application - Little River Farmers Market - Public Liability Insurance and purchase of amp/speaker

Community Board Resolved BKCB/2023/00089 Officer recommendation accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves a grant of \$2,000 from its 2023/24 Discretionary Response Fund to Little River Farmers Market Incorporated towards the cost of Public Liability Insurance and purchase of an amplifier/speaker.

Nigel Harrison/Asif Hussain

Carried

14. Te Pātaka o Rākaihautū Banks Peninsula - Better-Off Fund Applications for Consideration

Community Board Resolved BKCB/2023/00090 Officer recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves a grant of \$10,000 from its Better-Off Fund to Akaroa Area School Board of Trustees towards the installation of Solar Panels for the School and Community Pool.

Tyrone Fields/Asif Hussain

Carried

15. Te Pātaka o Rākaihautū Banks Peninsula Recess Committee 2023/24

Community Board Resolved BKCB/2023/00091 Officer recommendations accepted without change

Part C

That the Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Appoints a Recess Committee comprising the Board Chairperson or Deputy Chairperson (or their nominees from amongst the remaining Board members) plus a minimum of any other two Board members, to be authorised to exercise the delegated powers of the Te Pātaka o Rākaihautū Banks Peninsula Community Board for the period following its ordinary meeting on 11 December 2023 up until the Board resumes its normal business from 12 February 2024.
2. Notes that any such delegation exercised by the Board's Recess Committee will be reported to the Board for record purposes.
3. Notes that any meeting convened of the Recess Committee will be publicly notified and the details forwarded to all Board members.

Lyn Leslie/Nigel Harrison

Carried

16. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - December 2023

Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report for December 2023.

Community Board Resolved BKCB/2023/00092

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report for December 2023.
2. Disestablishes Te Pātaka o Rākaihautū Banks Peninsula Community Board Submissions Committee.
3. Delegates authority to the Community Board Chairperson and Deputy Chairperson to, in consultation with Board members, consider submission opportunities and decide whether to lodge submissions on behalf of the Board.

4. Delegates authority to the Community Board Chairperson and Deputy Chairperson, following consultation with Board members, to approve, finalise, and lodge submissions on behalf of the Board.
5. Authorises the Board Chairperson, Deputy Chairperson (or a member nominated by the Board Chairperson and Deputy Chairperson for this purpose) to:
 - a. appear and be heard on the behalf of the Board at any hearing of submissions;
 - b. following consultation with members withdraw (in whole or part) a submission made on behalf of the Board.
6. All submissions to be reported to the Board for record keeping purposes

Nigel Harrison/Luana Swindells

Carried

17. Elected Members' Information Exchange Te Whakawhiti Whakaaro o Te Kāhui Amorangi

Part B

Elected members exchanged information on the following topics:

- A successful Civic Trust Annual General Meeting was held with 150 people attending.
- It was noted that the Beach Road, Akaroa verge is widely used by pedestrians and hikers.
- Ongoing funding for FrenchFest is about sustainability for a landmark event that benefits a lot of business and organisations in our area.
- The Board expressed interest in receiving more information about how the Customer Service Request system works including the response times.
- Fewer stoats caught in traps indicates the trapping programme is working on the Peninsula.
- A recent community litter hunt collected 42 kilograms of litter.
- An increase in anti-social road use has been noticed.
- Akaroa preschool has expressed gratitude for the funds granted.
- A new memorial has been unveiled for St Joseph's church in Lyttelton.
- The Head to Head Walkway committee is making some good progress. The Board acknowledged the work of staff on this.
- The founder of Okain's Bay Museum, Murray Thacker, was recently remembered at a celebration of his life and contribution.
- Little River toilets are to be updated soon with new water tanks to resolve the issue of them running out of water.
- The drainage ditch down the side of Little River Village is being filled in to minimise risk and enhance parking.

- Restoration will begin soon on the Coronation Library in Little River.
- Lyttelton Harbour Network is being reviewed.
- Shelly Washington has been appointed as the new Manager of the Rod Donald Trust.
- A lychgate, or memorial gate has been installed at the Akaroa Catholic Cemetery.
- Ōnuku Marae is hosting an open hui in January on environmental issues around the hills and harbour of Akaroa.
- The Chairperson expressed thanks to members for their work through the ups and downs in 2023 and acknowledged there have been some really big wins, such as the completion of the Destination Management Plan. The Chairperson noted that community collaboration with the Board makes these things happen and wished everyone a Merry Christmas and Happy New Year.

Karakia Whakamutunga

Meeting concluded at 12.13pm.

CONFIRMED THIS 12th DAY OF FEBRUARY 2024

LYN LESLIE
CHAIRPERSON

7. Reserve Committee Meeting Minutes

Reference / Te Tohutoro: 23/1970061

Report of / Te Pou Natasha McDonnell, Banks Peninsula Governance Advisor,
Matua: Natasha.McDonnell@ccc.govt.nz
Senior Manager / Mary Richardson, Acting Chief Executive
Pouwhakarae: (Mary.Richardson@ccc.govt.nz)

1. Purpose of Report Te Pūtake Pūrongo

Unconfirmed Reserve Committee Minutes have been received from:

Minutes Received	Date
Little Akaloa Reserve Committee – Unconfirmed Minutes	21 October 2023
Awa-iti Reserve Committee – Unconfirmed Minutes	22 November 2023
Stanley Park Reserve Committee – Unconfirmed Minutes	15 November 2023
Okains Bay Reserve Committee – Unconfirmed Minutes	13 December 2023
Lyttelton Reserves Committee – Confirmed Minutes	2 October 2023
Lyttelton Reserves Committee – Confirmed Minutes	6 November 2023
Lyttelton Reserves Committee – Unconfirmed Minutes	4 December 2023
Garden of Tāne Reserve Committee – Unconfirmed Minutes	12 December 2023
Robinsons Bay Reserve Committee – Unconfirmed Minutes	1 December 2023
Duvauchelle Reserve Committee – Unconfirmed Minutes	18 December 2023

2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Committees:
 - a. Little Akaloa Reserve Committee – Unconfirmed Minutes – 21 October 2023
 - b. Awa-iti Reserve Committee – Unconfirmed Minutes – 22 November 2023
 - c. Stanley Park Reserve Committee – Unconfirmed Minutes – 15 November 2023
 - d. Okains Bay Reserve Committee – Unconfirmed Minutes – 13 December 2023
 - e. Lyttelton Reserves Committee – Confirmed Minutes – 2 October 2023
 - f. Lyttelton Reserves Committee – Confirmed Minutes – 6 November 2023
 - g. Lyttelton Reserves Committee – Unconfirmed Minutes – 4 December 2023
 - h. Garden of Tāne Reserve Committee – Unconfirmed Minutes – 12 December 2023
 - i. Robinsons Bay Reserve Committee – Unconfirmed Minutes – 1 December 2023
 - j. Duvauchelle Reserve Committee – Unconfirmed Minutes – 18 December 2023
2. Note the following items within the Reserve Committee minutes:
 - a. The resignation of Matthew Rowley from the Pigeon Bay Reserve Committee.
3. Note the following papatipu rūnanga representatives for Okains Bay Reserve Committee:

- a. [Aparini Deer](#)
- b. [Stacey Te Pohue Rose.](#)

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A ↓ 	Little Akaloa Reserve Committee - Unconfirmed Minutes - 21 October 2023	23/1970062	17
B ↓ 	Awa-iti Reserve Committee - Unconfirmed Minutes - 22 November 2023	23/1970064	19
C ↓ 	Stanley Park Reserve Committee - Unconfirmed Minutes - 15 October 2023	23/2025101	21
D ↓ 	Okains Bay Reserve Committee - Unconfirmed Minutes - 13 December 2023	24/30126	24
E ↓ 	Lyttelton Reserves Committee - Confirmed Minutes - 2 October 2023	24/40266	27
F ↓ 	Lyttelton Reserves Committee - Confirmed Minutes - 6 November 2023	24/40438	32
G ↓ 	Lyttelton Reserves Committee - Unconfirmed Minutes - 4 December 2023	24/40452	35
H ↓ 	Garden of Tāne Reserve Committee - Unconfirmed Minutes - 12 December 2023	24/51870	38
I ↓ 	Robinsons Bay Reserve Committee - Unconfirmed Minutes - 1 December 2023	24/51899	41
J ↓ 	Duvauchelle Reserve Committee - Unconfirmed Minutes - 18 December 2023	24/51939	42

Minutes of the Little Akaloa Reserve Management Committee
3pm Saturday, 21 October 2023
Little Akaloa Hall

The meeting commenced at 3.05pm.

1. Present

Craig Waghorn (Chairperson), Amanda Strong (Secretary and Treasurer), Mike Williams, Mark Leonard, Wayne Morris, Geoff May, Richard Earl, Rowan Waghorn, Paul Gilbert and Wayne Hamilton

2. Apologies

Jo Allison (Deputy Chairperson) and Mike Newland

3. Health and Safety

The committee noted that some branches came down in the reserve during the high winds on Saturday 14 October 2023 and that the grass in the domain is very long. The committee noted that a maintenance schedule (including a mowing schedule) has been requested of the Council.

4. Matters arising out of meeting held 4 January 2023

4.1 The Chairperson clarified for the committee members that the ambit of the committee relates solely to the domain, including the tennis courts, the pavilion, the hall, the toilet facilities and the grassed area being the former campground.

4.2 The committee queried who will spray the lower tennis court and noted that two heaters in the hall need to be fixed. **Action: Follow up with the Council regarding the maintenance schedule, mowing schedule, advise the Council that branches came down in the high winds on Saturday 14 October 2023 and that the grass is very long and query whether the Council will spray the tennis court (Amanda Strong) and arrange for the heaters to be fixed.**

4.3 The committee noted that Tyrone Fields (Councillor for Banks Peninsula) had posted on Facebook regarding a newly improved basketball half court in Le Bons Bay, including a new basketball hoop. **Action: Enquire with the Council as to whether there is any funding available to upgrade the basketball hoop on the court in the domain (Amanda Strong).**

4.4 The committee noted the closure of the campground and discussed that ideally there would be a sign at the Summit Road intersection with Little Akaloa Road and at the beach advising of the closure of the campground and that no camping is permitted on the foreshore. The registration booth should also be removed. **Action: Look into additional signs and removal of the registration booth (Wayne Hamilton).**

5. Financial Position of the Reserve Board

- 5.1 The committee noted the financial report for the period from 1 July 2022 to 30 June 2023 (**attached**) and the transactions for the period from 1 July 2023 to 19 October 2023.
- 5.2 The committee noted the total of \$9,200 donated by the Community for the purpose of stream works.

6. General Business

No matters of general business were raised.

The meeting concluded at 3.26pm.

Awaiti Reserve Committee
Meeting Minutes

Minutes of the Ordinary Meeting Held:

Date: 22/11/23

Time: 4pm

Venue: Meeting Room at Little River Service Centre

Present: Dean White (Chairperson), Sheryl Stanbury, Tori Peden, Kerri Bowen CCC, Jane Harrison
attendance by Teams.

1. Apologies: Lynn Leslie Dean/Sheryl Carried

2. Declarations of Interest: Nil

3. Public Forum: Nil

4. Confirmation of Minutes

That the Minutes of the Reserve Committee meeting held on 23 August 2023 be confirmed.

Tori/Sheryl Carried

5. Matters Arising:

1. Dean will check with Bruce whether he received a load of bark for the Coronation Garden.

2. Sheryl and Ella put the tennis nets up.

6. Health and Safety:

Sheryl reported that there were a lot of branches in the domain. Tori to Snap/Send/Solve.

7. Correspondence:

Inwards

1/9/23 – Sarah Marsh – LRWCT Invite and summary of meeting at Coronation Library site.

5/9/23 – Fiona Waghorn advising she is leaving CCC Parks and will not be attending RMC meetings.

Kerri reported a replacement should be found by January 2024.

16/10/23 – Maria Adamski responding to request for old toilet block removal.

Jane reported this would not be in the budget before July 2024.

20/11/23 – Natasha McDonald – Governance Advisor informing that staff member who was to be working on triennial plan has left.

Outwards

8/9/23 Request to remove old toilet block.

20/11/23 Inquiry to Natasha McDonald on how to proceed triennial plan.

8. Financial:

Opening Balance	1/8/23	\$5002.46
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Deposit Interest	31/8/23	47.66
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Closing Balance	31/10/23	\$5050.12
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Dean to talk to Bruce re expenses owed to him. We still owe him \$250.00.
Jane reported that CCC will close the account very soon.

Dean/Tori Carried

9. Update from Working Groups:

Sarah Marsh – LRWTC

1. Coronation Library – Consents process is happening. Dean reported he met with Richard (CCC) and Sarah (LRWTC) to discuss the car parking to make sure it would not impede the Banks Peninsula Show.

10. General Business:

1. Triennial Plan – 2 years and 3 months left.

Dean would like the Tennis Pavilion repaired before it is in total disrepair. Dean to ask Maria the heritage status. Tori thought maybe it could be a Community Project where we could ask LRWTC if they could help and use local contractors.

2. Jane to look into the Morice Reserve to see who should be maintaining it.

3. Scrap Metal and other metal fences behind the toilets. Dean to ask Pete Wright who he used and get their number.

4. Safety Sign at the Community Centre/speed bump – Kerri to organise.

5. The need of lighting in the Domain is still an ongoing project. Jane will email Recreation Officers to see if anyone has been involved with applying for funding. Tori will talk to LRWCT about this also.

6. We need to find someone who can do a historical display board for the Coronation Library.

11. Next Meeting:

21/2/24 at Little River Service Centre at 4pm

MEETING CLOSED 5pm

Stanley Park Reserve Committee MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: 15/11/2023

Time: 9:30 am

Venue: CCC Akaroa Servic Centre Boardroom

Present

Rod Naish Chair, Elizabeth Haylock, T Richardson, Chris Mangles, Grant Ryan, Barry Brunton, Kit Grigg

In Attendance

Kerri Bowen, Delia Walker

1. Apologies

Peter Haylock

2. Declarations of Interest

Nil

3. Public Forum

Nil

4. Confirmation of Minutes

The minutes of the last meeting, which took place on the 16 August at the Akaroa Yacht Club, are correct.

Moved: Kit Grigg / Seconded: Chris Mangels

5. Matters Arising

- I. The track by the kissing gate is damaged and requires fixing. The steps below the kissing gate require maintenance. Kit raised the point that nothing has been done so far to rectify the situation.
- II. Fiona Waghorn has left her role as a Community Park Ranger. Mario is now the contact.

- III. Mario has removed the big broken Totara tree. He has also removed the onga onga and muehlenbeckia. A great job done.

6. Health and Safety

"The risk register for the park has been updated identifying one new High risk issue and two Moderate risk issues that need to be addressed urgently to prevent injury.

We ask that staff open this and action.

<https://docs.google.com/document/d/1vtHTFEv67qgLhzKnGrNsWMhZCmPVx5l8D5wBdaqMZHg/edit?usp=sharing>"

7. Correspondence

Inward: From Fiona Waghorn. Outcomes for the Triennial operational maintenance plan.

Outward: Natasha McDonnell email addresses of the committee.

8. Triennial Plan

Delia spoke to us about her involvement management plan.

9. Update from Working Groups

nil

10. General Business

- I. Barry sought clarity that section 25A and 25B Penlington Place are part of Stanley Park. This was confirmed as correct by Delia.
- II. Chris Mangels is going to write a thank you card to the Akaroa Yacht Club for the use of the club rooms for past meetings.
- III. Grant raised the fact that the jobs on the health and safety document have not been started. Delia is to make sure all relevant council staff are on the same page about this live health and safety document.
- IV. It was noted that we need to send Kerri a link to the health and safety document.
- V. Delia gave us a talk about the management plan and helped us to understand that link between the multiple CCC plans.
- VI. Frustration shown and conveyed to Delia about the state of the main tracks. Delia will follow up with the processes involved to remedy this through funding from the triennial plan.
- VII. Note that we need to cc Kerri into all discussions and invite her to the future meetings.
- VIII. Rod raised health and safety and wanted to yet again formally raise the issue of the substandard tracks with the CCC.
- IX. Delia, Liz, Rod and Kerri are going to walk the park and look at issues post this meeting.
- X. Future meeting times to be changed to 13:30.

Meeting dates for 2024 booked and confirmed, Akaroa Service Centre.

To be held at Akaroa Service Centre Boardroom, 13:30.

Wednesday February 21st

Wednesday May 15th

Wednesday August 21st

Wednesday November 20th

11. Next Meeting

Wednesday 21st February 2023 at the Akaroa Service Centre Boardroom.

The meeting closed at 10:45 am.

Item 7

Attachment C



Okains Bay Reserve Committee Meeting Minutes

Minutes of the Ordinary Meeting held:

Date: Wednesday 13 December 2023

Time: 5pm

Venue: Okains Bay Campground Office, Okains Bay

Present: Nick Thacker (Deputy Chairperson), Graeme Page, Sharon Henderson, Judy Thacker, Lester Fletcher, Richard Boleyn, Richie O'Malley.

Stacey opened the meeting with a karakia.

In Attendance

Colin Jacka, Amour-Jane Ryan.

Via Online Teams: Denise Tully, Delia Walker and Stacey Te Pohue Rose.

1. Apologies

Wayne Kay, Michelle Wallis-Hartley and Asif Hussain.

2. Declarations of Interest Nil

3. Public Forum Nil

4. Confirmation of Minutes

Moved Graeme/Richard that the Okains Bay RC meeting minutes on 18th October 2023 be confirmed. Carried.

5. Matters Arising

5.1 WWII plaque and request from Okains Bay Museum to loan the Okains Bay Oddfellows Association Membership panel from the Okains Bay hall.

Moved Richard/Judy that the Okains Bay Reserve Committee supports the loan of both the Okains Bay WWII plaque and the Okains Bay Oddfellows Association Membership panel to the Okains Bay Museum. Carried.

Delia will follow up with Wendy from the Museum tomorrow.

5.2 Cabins have arrived at Okains Bay Campground and will be ready for next season. External connections to be done for electrical, plumbing and drainage. Discussion re: fit-out, furnishing and decking options. Cabins are ex offices from Harewood Council Nursery.

5.3 Boundary fence and Poplar trees. Fulton Hogan have removed trees that posed a risk of falling and remaining stumps to be poisoned. Boundary fence is ongoing.

6. Health and Safety

6.1 Rabbits are back and Amour will speak to pest control about the next option.

6.2 Question asked Who is responsible for Health and Safety if there is an incident in the campground and the Board were assured liability is held by Council and staff, not the Committee members. Graeme requested a written report at meetings. Amour pointed out since cell phone coverage is available in the Bay, people deal with emergencies themselves.

7. Correspondence

Inward

7.1 Oct 19 email from Banks Peninsula re: Okains Bay RC meeting minutes received..

7.2 Oct 26 email from BP re: Okains Bay RC December meeting change of date.

7.3 Oct 26 email from BP re: confirmation the Okains Bay RC minutes are on the agenda of BPCB December meeting.

7.4 Oct 26 email from Linda Burkes re: agenda for BPCB meeting on 30 October 2023.

7.5 Nov 1 email from Linda Burkes re: agenda for BPCB meeting on 6 November 2023. FTA.

7.6 Nov 7 email from Asif Hussain re: notification of Biodiversity Fund availability. FTA.

7.7 Nov 9 email from Okains Bay Campground re: Biodiversity Fund.

7.8 Nov 22 email from BP re: agenda for BPCB meeting on 27 November 2023.

7.9 Dec 6 email from BP re: agenda for BPCB meeting on 11 December 2023. FTA.

7.10 Dec 7 email from Wayne Kay re: agenda for meeting on 13 December with apology.

7.11 Dec 11 email from Delia Walker re: WWII plaque and Okains Bay Oddfellows panel loan and zoom meeting attendance. Delia advised Okains Bay Museum to wait till after the

Reserve Board meeting for advice on next steps.

Outward

7.1 Oct 19 email sent to All members and BP re: minutes of the Okains Bay RC meeting on 18 October 2023.

7.2 Oct 19 email sent to BP notifying change of meeting date in December 2023.

7.3 Dec 8 email to all members re: agenda for OBRC meeting on 13 December 2023.

Moved Judy/Lester that the Inward correspondence be received and the Outward correspondence be endorsed. Carried.

8. Staff Financial/Operational Report

8.1 Colin talked through the report as 2 pages were accidentally missing from printout.

8.2 Graeme requested a balance sheet, profit and loss statement, with income and expenditure and a depreciation schedule, be included in future financial reports.

9. Update from Working Groups Nil.

10. General Business

10.1 Potholes by cattlestop have been fixed.

10.2 Maintenance repairs to hall spouting and soffit road side. Council have been advised the hall should not be left to fall into disrepair and will be made weatherproof.

10.3 Discussion re: hours worked over off season to keep campground going over Winter and maintenance and projects needed when weather related problems arise.

10.4 Sefton's Park lease. Delia to follow up..

10.5 Richard suggested opening the drain from between cattlestop to Poplars.

10.6 Te Runanga o Ngai Tahu have appointed two new representatives to the Okains Bay Reserve Committee with one being Aparini Deer and the other Stacey Te Pohue Rose.

11. Next MeetingMeeting

The next Okains Bay Reserve Committee meeting will be on Wednesday 21 February 2024 at 5 pm in the Okains Bay Campground Office, Okains Bay.

Stacey closed the meeting with a karakia.

The meeting closed at 6.10 pm.

LYTTELTON RESERVES COMMITTEE

COMMITTEE MEETING

2 October 2023 at 7:00pm. Trinity Hall, Recreation Centre, Lyttelton

Confirmed Minutes

Members (present):

Rewi Couch
Kirsty Brennan
Joshua Merriam (Secretary)
Hamish Fairbairn
Helen Shaw (Acting Chair)
Daryl Warnock
John Garrett
Bianca Woyak

Welcome to new committee member, Bianca Woyak (co-opted).

In attendance:

Paul Devlin (CCC)

1. Apologies

Andrew Turner

2. Opening Karakia

Time of opening: 7:13 - Rewi

3. Presentations from the public

None

1. Health & Safety

- The recent high wind event has caused a number of branches and trees to fall causing hazards. Josh put a message on the MTB Club Facebook page as a warning. CCC will assess the situation and take action when safe to do so.
- A person was found preparing to camp, and remains of a fire were discovered in the reserve. There are no camping and no fire signs at entrances to the reserve; if a person is discovered, they should be advised that this is not permitted, and the Park Ranger (Paul Devlin) should be contacted.

4. Membership

- The committee sadly acknowledged the passing of Flo MacGregor and agreed to send condolences to Ngati Wheke (via Andrew Scott). **Action: Helen**
- The committee welcomed new member, Bianca Woyak. Co-opted to the committee as the biodiversity representative.

5. Minutes of the previous meeting

- No minutes from September meeting as no quorum present
- August minutes adjusted and confirmed, to be re-communicated to board along with October draft minutes
- Confirmation of August Minutes (John/Helen)

6. Actions arising

- Refer running actions list below

7. Election of New Chair

- Andrew Turner advised at prior meetings and via email that he is stepping down as chair.
- Helen Shaw was elected Chair (Josh/Hamish)
- Kirsty Brennan was elected Deputy Chair (Helen/Daryl)

8. Weeds in Urumau Reserve

- Correspondence shared with Urumau neighbours regarding targeted spraying of Old Man's Beard in Urumau Reserve resulted in a number of submissions to the Community Board (some positive, some negative), and commentary on local social media.

The committee utilised the GROW model to discuss the weed issue and correspondence (Goals, Reality, Options, Way forward)

- Goals:
 - Native plantings thrive
 - Biodiversity flourishes
 - Pest plants are removed
- Reality
 - There are large areas of notifiable noxious weeds in the reserve
 - Application of chemicals by hand, and hand removal has been undertaken over many years, but the battle is being lost
 - The Old Man's Beard is particularly an issue, is spreading fast and will be flowering soon, exacerbating the problem.
 - There is an obligation to take action under Environment Canterbury's Regional Pest plan
 - A site visit by CCC experts has confirmed that the dense mats of Old Man's Beard present contain many rhizomes.
- Options (including information)
 1. Multi-pronged approach, using a knapsack for targeted spraying of OMB in approximately 5 identified open grass areas combined with manual removal of other weeds, and manual approach to killing OMB in trees (eg cut and paste).
 - Chemicals suggested will not kill surrounding grass,

- Will result in roots of the plants- dying and dessicating over time.
- Can be conducted with an expert on site
- Will only be undertaken if plant and weather conditions permit (ie prior to flowering, not in windy conditions or if rain forecast)
- Targeted spraying will be needed over a number of growing cycles to ensure complete coverage.
- 2. Manual removal (no chemicals)
 - Will require large numbers of volunteers
 - Needs to be conducted before November/December before plants flower
 - Will have difficulty locating extent of root system as they are throughout the grassy area.
 - Low level of effectiveness if volunteers cause stem breakages
 - May delay planting in reserve if longer timeframes required to attend to weeds (and if intervention unsuccessful)
 - Will mean volunteers are not necessarily available to help with other work in the reserve (eg planting etc)
- Way forward
 - Committee agrees that CCC's suggested multi-pronged approach of targeted spraying followed by manual intervention / maintenance is necessary to manage the current OMB situation, and requests that:
 - The spraying is very targeted (restricted to specified areas of OMB)
 - There is an expert on site to ensure conditions are appropriate, native plantings are avoided and contractors remain within approved areas
 - Spraying is conducted during calm conditions only and when the OMB is not in flower.
-
- Resolution (voted on and agreed by all present)
 - The Lyttelton Reserves Committee and CCC staff have discussed and agreed on a multi-pronged approach to tackle a significant Old Man's Beard infestation in Urumau Reserve.
 - As we work to continue to implement the plan developed for the reserve by past committees, we encourage greater participation from the energetic locals willing to assist in activities.
 - The Committee is keen to identify community members willing to help with work in the reserve (contact the reserve at Lytteltonreserves@gmail.com)

9. General Business / Actions

- **Triennial Plan and budgets**
 - Discussion deferred until next meeting
 - All required to read draft that Kirsty has developed for operational plan Action: Kirsty to circulate link
- **Tracks**
 - See action table below. Discussion deferred to next meeting
- **MOU with Mountain bike club**
 - The MTB Club has agreed on an MOU to assist with track maintenance in the reserve. Needs to be completed/signed - Refer actions below.

- **Planting and weeding**
 - See discussions re OMB. Other issues deferred.

Ongoing Actions (updated October 2023)
<p>Action: Status of Whakaraupō Reserve biodiversity report (Helen) Awaiting information from Project Lyttelton on the status, availability and scope of work for the Whakaraupō Reserve biodiversity report.</p> <p>Update (Oct): Helen to follow up with Andrew <i>Andrew to determine whether report is under way, whether funds have been transferred to project Lyttelton, when the report is expected to be ready, and where this is intended to be reported to. We expect it to go to the LRC and the BPCB.</i></p>
<p>Action: Gary Broker Seat (Helen) Committee members to seek information about whether there is still interest in the Gary Broker Memorial Seat</p> <p>Update (Oct): Helen to follow up with Andrew Action: Andrew, to make contact with Gary's family and report back.</p>
<p>Action: Committee funds whereabouts (CCC Staff - Philipa / Governance) Philipa to ask staff about next steps regarding previous committee's funds. The funds are in a private bank account set up by the previous committee. It is understood that council will communicate with previous committee members and request any residual funds to be transferred to council. Council Staff were to provide an update at Sept meeting.</p> <p>Update (Oct): Helen to follow up with CCC Reserves Governance to close out actions for committee</p>
<p>Action: Diagonal Track Consent requirements (CCC Staff - Paul) Paul to seek information about whether the proposed track requires a resource consent Update (Oct) - defer to next meeting</p>
<p>Action: Track names (Rewi) Rewi to check with Ngati wheke and provide advice on track names for Urumau Reserve- likely to be a template with bird and/or native tree names suggested.</p>
<p>Action: Plants for this year Hamish to source approximately 300 plants for this year</p> <p>update: from 3 eco sources, going to plant above diagonal track this year. Lots of old-mans-beard to cleared.</p> <p>Update (Oct): Action complete - to be removed from actions list</p>
Action: Community planting day

<p>Hamish to set dates for committee/CCC prep day and community planting day</p> <p>update: Planting day: Saturday 2 September. Prep the week before. BBQ afterward.</p> <p>Update (Oct): Action complete - to be removed from actions list</p>
<p>Action: Appointments to the committee from the community. (Andrew)</p> <p>Andrew to contact <i>Bianca Woyack</i> and co-opt to the committee.</p> <p>Update (Oct) - Action complete - to be removed from the actions list</p>
<p>MOU with MTB club (CCC - Paul- / Josh & John)</p> <p>Action: Paul to provide Josh with template for MOU. Josh/John to then fill in and return to committee/CCC.</p>
<p>Meetings / board room booking (Josh)</p> <p>Action: Josh to book the Lyttelton board room for the first Monday of November and December.</p>
<p>Action: Communication plan</p> <p>The committee wish to develop a plan for communicating actions and upcoming opportunities for participation in the reserve.</p> <p>Action: Josh to add to November agenda.</p>

10. Date of next meetings

Agreed by all that meetings will be held first Monday of each month. Set for 6 November and 4 December. No meeting in January. refer actions.

11. Closing Karakia

Rewi closed the meeting at 8:51. Nga mihi.

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itivity

Lyttelton Reserve Committee MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: 6 November 2023

Time: 7pm

Venue: Community Boardroom, 25 Canterbury Street, Lyttelton

Present

Kirsty Brennan, Bianca Woyak, Rewi Couch, Joshua Merriam, Hamish Fairbairn, Helen Shaw (Chair)

In Attendance

Paul Devlin (CCC)

1. Apologies

Daryl Warnock, John Garrett

Helen / Kirsty

2. Declarations of Interest

n/a

3. Public Forum

- 3.1 Brian Lodge contacted the Governance team on 6 November, requesting to meet the committee about fire risk and shrub management on Urumau. Paul Devlin contacted Brian and met him on site on 6 November prior to the meeting, and discussed the issue to Brian's satisfaction. Brian was invited, but declined to attend the meeting.

4. Confirmation of Minutes

That the minutes of the previous meeting held on October 2 2023 be confirmed.

Bianca / Kirsty

5. Matters Arising

n/a

6. Health and Safety

- 6.1 Fallen trees from high winds on Urumau have been removed/made safe by CCC staff. Staff continue to check all reserves following weather events.

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itivity

7. Correspondence

- 7.1 Advice received from CCC Governance staff relating to Action item re committee funds. Discussed under general notes.

8. Staff Financial/Operational Report

- 8.1 Line trimming has been undertaken on the bench track in Urumau but frequency may not be sufficient; CCC will look to do this more often.
- 8.2 Fire risk still present due to trees and plants below and above bench track. CCC and the committee will develop a schedule for weed work and targeting highly flammable species. CCC will undertake to start removal of key weeds in these areas.

10. General Business

- 10.1 **Urumau Diagonal track redevelopment.** A site visit to the Diagonal track site was completed by Paul, Helen, Kirsty and Josh prior to the meeting. Paul expressed concerns that developing a new track would be disruptive and is a significant piece of work, while upgrading the existing track would provide most of the benefits and have a smaller impact on the reserve during and following construction. The alternative proposal is to widen the existing track to approximately 1.2m, and have improvements to steep sections. Access to and from the diagonal track will also be improved. Works are expected to take 2-4 weeks once commenced and plans have already been drafted. Prior to the track works, the walking track (marked on the development plan) will be marked out and signs erected so that the public have access to the 4WD track during works on the diagonal. **The committee support this approach.**
- 10.2 **Weed removal in Urumau.** Conservation Volunteers (Hamish) has been coordinating weeding days at Urumau, which have been successful. It was agreed that a 'target' list of weeds be agreed so that key species are eliminated first. Old Man's beard targeted spraying will proceed as previously agreed (week of 20th November). This has been communicated to adjacent land owners via a letter drop (no responses), and signs will be put up at entrances to Urumau 1-2 weeks prior to proposed dates. A contractor has been engaged and CCC will have an expert on site to supervise spraying. CCC have engaged a contractor to remove gorse on the reserve. It was agreed that weeds from the firebreak area will be removed by CCC to avoid fire risk, but other weeds in the reserve will remain to degrade naturally. Paul can provide some paste for hand management of weeds by committee.
- 10.3 **Predator control.** Conservation Volunteers are putting traps in Urumau and Whakaraupō and will provide maps of locations to the committee.
- 10.4 **Mountain Bike MOU.** John has provided to Paul. To be brought to next meeting.
- 10.5 **Committee funds follow up.** Helen had an email exchange with CCC Governance team – CCC have mechanism to transfer funds from prior reserve committees, but need contact details. Helen to advise CCC that Sue Stevens and Wendy Everingham may be holding funds and request that CCC finance team follow up.

11. Communications plan

- 11.1 The committee would like to develop a communications plan. To be discussed at next meeting, but CCC communications staff will be asked to assist. Agreed that we would not engage on social media

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on behalf of the committee, and that if queries come in or communications are needed they are to be handled by the Chair with support from CCC communications staff.

12. Operational / Triennial Plan

12.1 Kirsty circulated draft of the plan for Urumau. It was agreed that a plan is also required for Whakaraupō, but this would be following the finalisation of the Urumau plan. It was agreed that changes made to date are accepted, and that we would work through each item at successive meetings.

12.2 Next meeting, we will endorse/confirm the goals, and prioritise the confirmation of the targets for **Planting and Tracks**.

13. Actions

13.1 Completed actions last month:

- Acknowledgement of Flo's contribution (Helen)
- Committee funds follow up (Helen)
- Diagonal track consent requirements (Paul)
- MOU with MTB club (John)
- Board room bookings (Josh)

13.2 New /Outstanding Actions:

Status of Whakaraupō Reserve biodiversity report – Follow up with Andrew Turner, Project Lyttelton (Helen)
Gary Broker Seat – Follow up with Andrew Turner (Helen)
Committee funds – advise CCC of contacts to query on funds (Helen)
Track names – confirmation from Ngati wheke on approach / template to use (Rewi)
MOU with MTB club to be provided (Paul)
Weeds: Target list of priority weeds to be developed (Hamish)
Predators: Map of trap locations to be provided (Hamish)
Weeds: Gel for pasting to be provided to John and/or Josh. Hamish to provide rules and advice on application (Hamish/Paul)

Next Meeting

Monday 4 December, 25 Canterbury St, 7pm.

The meeting closed at 8:45pm.

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Lyttelton Reserves Committee

MINUTES

Notice of Ordinary Meeting:

An Ordinary meeting of the Lyttelton Reserves Committee was held on:

Date: 4 December 2023
Time: 7pm
Venue: Community Boardroom, 25 Canterbury Street,
Lyttelton

1. Apologies

Daryl, Rewi, (Paul)

Attendance: Helen Shaw, Kirsty Brennan, Hamish Fairbairn, Josh Merriam
(quorum of 4?)

2. Declarations of Interest

Members are reminded of the need to declare a conflict when considering any item where they may have a private/personal interest.

3. Public Forum

Members of the public who would like to speak to the Committee about matters arising with the reserve.

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4. Confirmation of Minutes

That the Minutes of the Reserve Committee meeting held on **6 November 2023** be confirmed.

5. Matters Arising

The Committee will discuss any matters arising from the previous Minutes to review progress.

6. Health and Safety

The Committee will raise any health and safety matters.

7. Correspondence

That any inward correspondence be received and outward correspondence endorsed.

8. Staff Financial and/or Operational Report

Staff will report on any financial or operational matters, as appropriate.

-Paul: General tightening of belts in upcoming governmental budgets. The diagonal track upgrade was hoped to be done before xmas but we've had major damage to repair on other tracks. Its likely to now be early in the new year. I've provided some edits and comments to Kirsty's document. Have contractors going back to improve bench track veg management.

9. General Business / Actions

9.1. Outstanding Actions - Follow up

Actions:

- **Helen:** ask CCC comms team for assistance with communicating goals.
- **Agenda for next meeting:** to plan for removal of Eucalypts and give away as firewood

Status of Whakaraupō Reserve biodiversity report – Follow up with Andrew Turner, Project Lyttelton (Helen)
Gary Broker Seat – Follow up with Andrew Turner (Helen, Rewi)
Committee funds – advise CCC of contacts to query on funds (Helen)
Track names – confirmation from Ngati wheke on approach / template to use (Rewi)
MOU with MTB club to be provided (Paul)

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Weeds: Target list of priority weeds to be developed (Hamish) - met with Di Carter, developed list and sites.
Predators: Map of trap locations to be provided (Hamish)
Weeds: Gel for pasting to be provided to John and/or Josh. Hamish to provide rules and advice on application (Hamish/Paul)

9.2. Triennial / Operational Plan

Draft circulated for comment 7 October 2023.

Those present agreed with the goals in the operational plan.

9.3. Weed Removal

Update on targeted spraying.

Predator control: Urumau and Whakaraupo - scheduled for traps

9.4. Communications Plan

- Christchurch city council, Reserves webpage, Facebook & other social media, Newline, Bay Harbour News, Email lists, Instagram,
- **Helen:** to

9.5 Fire Break

CCC proactively working on removing flammable plants, and keep it mowed.

9.6 Update on Diagonal plan

-see Pauls notes. Unsure of Extension.

Close meeting at 8:44

10. Next Meeting - 5 February 2024

Agenda items for next time:

- weeds
- pest animals
-

Garden of Tane RC meeting minutes

Tuesday December 12, 2023, 5:30

Held at Garden of Tane Reserve and Madeira Hotel

Present: Suky Thompson, Lynda Wallace, Jeremy Buchanan, Leigh Hickey

1 Apologies

- Apologies from Alan Hemsley, Steffan Kraberger, Ron Birch and Bryn Thompson were accepted.

2 Declarations of Interest

- None

3 Minutes of the previous meetings

The minutes of the meeting on September 12, 2023 are approved.

Buchanan/Thompson S

4 Summary of Progress since previous meeting

- Track work to repair slip damage completed
- Three Year Plan presented to Community Board and maintenance aspects progressing
- Mystery of felled Thuja resolved – it was on road reserve and felled by TreeTech because in a dangerous condition

5 Slip damage/Lawsons Cypress work

- Bernie's track has been re-routed across the slip.
- Cemetery Link Track repaired
- Lawsons cypress at Grotto milled in conjunction with the slip repair work. This has produced 12 flitches of approx. 3.4m long which are now fillet stacked and drying at Thompson property in Robinsons Bay for use in the Garden in future for tables and benches
- Cost of milling (\$350) to be reimbursed to Suky Thompson from the funds held by Akaroa Civic Trust

6 Progress with Three Year Plan and objectives

- Three Year Plan presented to Community Board on 3 October and well received.
- City Care have now gps captured all tracks accurately and added all the assets into their system.
 - Each track has been done to match the committee's map and track names are included
 - All assets are shown on the tracks
 - Next steps are for the committee to check the assets are all correct and add in the dates when each track and asset was created
- Extensive work carried out in conjunction with Kerri Bowen to identify the operational maintenance requirements for track maintenance including leaf blowing, trimming vegetation, weed control and clearing culverts, plus mowing some areas and tidying up after storm damage. This has been entered into a spreadsheet supplied by the Community Board and will be

presented to Board on 13 December. Suky Thompson and Ron Birch to attend.

7 Sequoia

- The Coronation sequoia has died and will need to be replaced
- Lynda Wallace will continue work on the plaque

8 Tree Planting programme

- David Barwick from the Botanic Gardens sent through a list of suggestions on new trees to plant in the Garden under the Three Year Plan. The list was well received and David thanked for sending these through.
- Work to design the replanting of Area 1 – between Ōnuku Road and Upper Nikau track to be discussed at the first meeting of the new year.

9 Tree Tech work

- Tree Tech will be working in the Garden to tidy up the logs and branches of the felled that were left on the Fern Gully track. They will have extra time to carry out other work in the Garden
- A walkabout held at the start of the meeting identified several locations where arborist work would be useful including; clearing away the remaining Lawson's cypress log, removing a branch obscuring the face of the Tane carving, removing Tasmanian blackwood and other weeds growing below Big Pine Lookout, and, giving advice on the Yellow Pine in the Playground and the Cypress near the shed that has had its branches removed. Suky Thompson will send a list to Tree Tech and walk them around at the start.
- Some of the Thuja rounds will be used to make a seating circle at the bottom of the Fern Gully Track.

10 Financial Report

- There is no capital budget this financial year from CCC.
- Steven Gray has advised that the Parks Unit are looking to spread out the future funds allocated for the Garden in the LTP (\$100k in 2030) at the rate of \$10k per annum. The Three Year Plan has been based on this occurring.
- The Akaroa Civic Trust holds \$1,204.39 behalf of the Garden of Tane (less the \$350 for the milling).
- Project manager Steven Gray has indicated that due to restructuring of the Parks team, the Garden may be managed by a Community Parks project manager in future.

Thanks were given to Steven Gray for his support as project manager for the Garden of Tane for the past 7 years. The Garden of Tane Committee has found Steven very helpful to work with.

Hickey/Wallace

11 Health and safety

- The committee remains concerned about the number of trees that are falling in the Garden. Tree

12 Public forum

- The Lumiere event is proposed for May 2025. The Lumiere organising committee still needs to

find an umbrella organisation provide a banking service. Akaroa Civic Trust and Friends of Banks Peninsula to be approached.

13 Meeting schedule for next year

- Meetings will take place quarterly on a Tuesday evening at 5:30pm on February 13, May 14, August 13 and November 12.

Meeting closed 7:25

Item 7

Attachment H

Robinsons Bay Reserve Committee Meeting minutes 1st December 2023

Attendees:

Mike Early, Karen Watson, Raywyn Stronach, Doug Smith

Apologies:

Suky Thompson, Fran Anderson, Chris Pottinger, Barbara Avery

Minutes of previous meeting accepted and approved

Raywyn Stronach, Doug Smith

Mike has maintained the picnic area and pathway to steps. The reserve is overgrown and some native planting has not survived.

There have been no signs of council upkeep.

Mike has offered to plant low lying native plants at the gate entrance where plants have covered the path. This will enhance and beautify the area while fulfilling obligation to Mike for view preservation.

Picnic and working bee dates:

February 11th was proposed as working bee with a picnic date of February 18th

Barry's Bay Cheese, Crater Comfrey - Karen

Robinsons Bay Olives - Raywyn

Mike to provide picnic table

Umbrella - Karen

Cordial - Karen

Maintenance:

Committee thanked Mike for his work keeping the reserve mowed.

Item 7

Attachment 1

Duvauchelle Reserve Committee MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Monday 18 December 2023
Time: 5.00pm
Venue: Duvauchelle Community Centre

Present : Chair Fiona Barnes
Committee Jacque McAndrew, Bruce Watts, Ian Whenmouth
In Attendance: CCC Representative Colin Jacka
BPCB Representative Nil
Managers Dale Hayes
Visitors Nil

1. **Apologies** Geoff Carter
Motion: That the apologies be accepted
Moved: Fiona Seconded: Jacque Carried
2. **Declarations of Interest** Nil
3. **Public Forum** Nil
4. **Confirmation of Minutes**
Motion: That the minutes of the previous meeting held on 20 November 2023 be confirmed
Moved: Bruce Seconded: Jacque Carried
5. **Matters Arising**
5.1 Kitchen use
Colin suggested that automatic locks with timers for hours of closing be installed on the doors to the kitchen and Laundry, with a notice at the office indicating that access for special situations was available.
6. **Health and Safety**
Nil
7. **Correspondence**
Inward: Julie Rush - requesting dispensation for minimum stay nights
Doreen Parekura - wanting to add granddaughter as 33 site holder (Ian to reply)
Outward: Nil Graeme Shrimpton - application to go on the waiting list approved
Greg MacKenzie - application to go on the waiting list approved
Sheryl Lee - advice about potential sale of sites 97 and 98
Jay Esker - site 11
Motion: That the Inward correspondence be accepted
Moved: Fiona Seconded: Bruce Carried
8. **Staff Financial/Operational Report**
Motion: That the Financial Statements for October 2023 as presented be received.
Moved: Bruce Seconded: Jacque Carried
9. **Update from Working Groups** Nil
Manager's Report (Dale)

Item 7

Attachment J

The wooden fence at the front of the camp has been repaired.
Oskar the plumber has plumbed in two of the three water supply tanks. He will come back in January to install the 5000L auxiliary tank. Our current holding capacity for water including the auxiliary tank is 205,000L.
Stefan Kraberger completed the retaining wall.
All on track for final weeks before Christmas season.
I am waiting on rough quotes for connection of services for both new cabins from Paul Gilbert (drain laying and stormwater) and Tod Armstrong (electrical).
Refurbished tables and chairs have gone into cabins 4-7.
We are requesting to get another 25,000L water tank fitted sooner rather than later, perhaps before the end of this financial year.
The picnic tables at the playground have been sanded down and varnished.
The tree next to sites 90 & 91 might need to be felled next year as it has stem rot and several big branches have already fallen in the wind. Perhaps Owen can assess and remove the tree next year when he does the annual pruning.
Minor maintenance has been ongoing in preparation for the busy season and will be completed soon.
Half of the internal fence behind the tourist flat has been moved back to incorporate the lawn and washing line.
Question: How many continuous nights can someone stay in the camp?
Colin's answer: 28 days continuous stay on a reserve in summer (Reserves Act)
50 days continuous stays at other times.

CCC Rep Report (Colin)

The cabin proposal has been approved by the BPCB. Any job over \$100,000.00 must be put out to Public Tender. The procurement process will have a project manager.

I have been talking with Tracy about a security presence for New Year.

Fiona asked if we can get security cameras before the Wi-fi is sorted. Colin said that it could be done, but we can't afford cameras at present.

10. General Business

Meeting dates for 2024, on the third Monday of the month, presented by Ian, and accepted.
(to be forwarded to Democracy Services)

Meeting closed at 6.45pm

11. Next Meeting: Duvauchelle Community Centre at 5.30pm on Monday 15 January 2024



8. Akaroa Museum Advisory Committee Meeting Minutes

Reference / Te Tohutoro: 23/2090088

Report of / Te Pou Natasha McDonnell, Banks Peninsula Governance Advisor
Matua: (Natasha.McDonnell@ccc.govt.nz)
Senior Manager / Andrew Rutledge, Acting General Manager Citizens and Community
Pouwhakarae: (Andrew.Rutledge@ccc.govt.nz)

1. Purpose of Report Te Pūtake Pūrongo

Akaroa Museum Advisory Committee Minutes have been received:

Name	Subject
Akaroa Museum Advisory Committee Confirmed Meeting Minutes	21 June 2023
Akaroa Museum Advisory Committee Unconfirmed Meeting Minutes	18 October 2023

2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the minutes of the Akaroa Museum Advisory Committee:
 - a. Confirmed Meeting Minutes - 21 June 2023
 - b. Unconfirmed Meeting Minutes with attachments - 18 October 2023

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Akaroa Museum Advisory Committee 21 June 2023 Confirmed Meeting Minutes	23/949523	46
B  	Akaroa Museum Advisory Committee 18 October 2023 Unconfirmed Meeting Minutes	24/98009	50
C  	Akaroa Museum Advisory Committe 18 October Meeting Minutes Attachments	24/98010	54



Akaroa Museum Advisory Committee OPEN MINUTES

Date: Wednesday 21 June 2023

Time: 2:06pm

Venue: Akaroa Boardroom
78 Rue Lavaud
Akaroa

Present

Members

Nigel Harrison - Banks Peninsula Community Board Representative
Asif Hussain - Banks Peninsula Community Board Representative
Debbie Banks - Friends of the Museum (FOAM)
Pam Richardson - Community Representative
Linda Sunderland - Friends of the Museum (FOAM)

Natasha McDonnell
Governance Advisor
941 5512

Natasha.McDonnell@ccc.govt.nz
www.ccc.govt.nz

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Item 8

Attachment A

Akaroa Museum Advisory Committee
21 June 2023



-
- 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.

Karakia Tīmatanga – Liz Carter.

1. Apologies Ngā Whakapāha

Part C
Committee Resolved AMA/2023/00001

An apology for lateness was received from Pam Richardson.

Nigel Harrison/Linda Sunderland

Carried

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B
There were no declarations of interest recorded.

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

Part C
Committee Resolved AMA/2023/00002

That the minutes of the Akaroa Museum Advisory Committee meeting held on Wednesday 24 August 2022 be received.

Asif Hussain/Nigel Harrison

Carried

4. Deputations by Appointment Ngā Huinga Whakaritenga

Part B
There were no deputations by appointment.

5. Appointment of Committee Chairperson

Officer Recommendations Ngā Tūtohu

That the Akaroa Museum Advisory Committee:

1. Receive the information in the report.
2. Appoint a Chairperson for this meeting.

Akaroa Museum Advisory Committee
21 June 2023



3. Recommend a Chairperson of the Akaroa Museum Advisory Committee for approval by Te Pātaka o Rākaihautū Banks Peninsula Community Board.

Committee Resolved AMA/2023/00003

Part C

That the Akaroa Museum Advisory Committee:

1. Receives the information in the report.
2. Appoints Nigel Harrison as the meeting Chairperson for the meeting.
3. Recommends Pam Richardson as Chairperson of the Akaroa Museum Advisory Committee for approval by Te Pātaka o Rākaihautū Banks Peninsula Community Board.

Nigel Harrison/Linda Sunderland

Carried

Committee Resolved AMA/2023/00004

Part A

That the Akaroa Museum Advisory Committee recommends to Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. That Pam Richardson be the Chairperson of the Akaroa Museum Advisory Committee.

Nigel Harrison/Linda Sunderland

Carried

9 Meeting Schedule

The Committee was requested to determine a Meeting Schedule for the 2023-25 term of the Committee.

Committee Resolved AMA/2023/00005

That the Akaroa Museum Advisory Committee:

1. Set the next Akaroa Museum Advisory Committee meeting for Wednesday 18 October 2023 starting at 2pm and thereafter set a schedule of meetings for the third Wednesday of every third month commencing on 21 February 2024, with all meetings starting at 2pm and being held at the Boardroom of the Akaroa Service Centre:

Wednesday 18 October 2023	2pm	Akaroa Service Centre Boardroom
Wednesday 21 February 2024	2pm	Akaroa Service Centre Boardroom
Wednesday 15 May 2024	2pm	Akaroa Service Centre Boardroom
Wednesday 21 August 2024	2pm	Akaroa Service Centre Boardroom
Wednesday 20 November 2024	2pm	Akaroa Service Centre Boardroom
Wednesday 19 February 2025	2pm	Akaroa Service Centre Boardroom
Wednesday 21 May 2025	2pm	Akaroa Service Centre Boardroom
Wednesday 20 August 2025	2pm	Akaroa Service Centre Boardroom

Pam Richardson/Nigel Harrison

Carried

Akaroa Museum Advisory Committee
21 June 2023



6. Akaroa Museum Director's Update

Committee Resolved AMA/2023/00006 (Original Staff Recommendation accepted without change)

Part C

That the Akaroa Museum Advisory Committee:

1. Receives the information in the Report.

Nigel Harrison/Pam Richardson

Carried

7. Friends of Akaroa Museum (FOAM) - Presidents Update

Committee Resolved AMA/2023/00007 (Original Staff Recommendation accepted without change)

Part B

That the Akaroa Museum Advisory Committee:

1. Receives the information in the report from the President of the Friends of Akaroa Museum.

Asif Hussain/Nigel Harrison

Carried

8. Committee Members' Exchange of Information

Part B

Committee members exchanged items of information, including:

- A suggestion that community organisations be invited to Committee meetings to share information related to art and history. It was agreed it would be more appropriate for Museum staff to bring information to the Committee.
- The Director was asked to report to the Committee at the next meeting on the upcoming Long Term Plan as it relates to the Museum.
- It was suggested that the Collections Manager could give a presentation to the Committee on the Acquisitions Policy.
- The review of the policies and constitution of the Friends of the Museum (FOAM), in relation to changes to the Incorporated Societies Act.
- The request for a Te Reo Māori name for the Museum.
- It was noted that the Museum has a slot in its exhibition calendar for later in 2023 to host an exhibition, in collaboration with Ōnuku Rūnanga, relating to Takapūneke Reserve.

Meeting concluded at 3:09pm.

CONFIRMED THIS 18th DAY OF OCTOBER 2023

**PAM RICHARDSON
CHAIRPERSON**

Page 4

Akaroa Museum Advisory Committee OPEN MINUTES

Date: Wednesday 18 October 2023
Time: 2:01 pm
Venue: Akaroa Boardroom, 78 Rue Lavaud Akaroa

Present

Chairperson
Members

Pam Richardson - Community Representative
Graham Curry - Friends of Akaroa Museum (FOAM)
Linda Sunderland - Friends of Akaroa Museum (FOAM)
Nigel Harrison – Te Pātaka o Rākaihautū Banks Peninsula Community Board Representative

Natasha McDonnell
Banks Peninsula Governance Advisor
941 5112
natasha.mcdonnell@ccc.govt.nz
www.ccc.govt.nz

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Akaroa Museum Advisory Committee
18 October 2023



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

Karakia Tīmatanga: all present

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Part C

Committee Resolved AMA/2023/00008

That the apology received from Asif Hussain be accepted.

Pam Richardson/Nigel Harrison

Carried

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B

There were no declarations of interest recorded.

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

Part C

Committee Resolved AMA/2023/00009

That the minutes of the Akaroa Museum Advisory Committee meeting held on Wednesday, 21 June 2023 be confirmed.

Linda Sunderland/Pam Richardson

Carried

4. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

There were no deputations by appointment.

5. Akaroa Museum Director's Update to Akaroa Museum Advisory Committee

Committee Comment

1. The Committee thanked Dan Smith for presenting the Akaroa Museum Acquisitions and Disposals Policy

Akaroa Museum Advisory Committee
18 October 2023



Committee Resolved AMA/2023/00010 (Original Staff Recommendation accepted without change)

That the Akaroa Museum Advisory Committee:

1. Receive the information in the Director's Update to Akaroa Museum Advisory Committee

Graham Bell/Nigel Harrison

Carried

The Akaroa Museum Advisory Committee Agreed

1. To hold a Committee workshop to discuss the Akaroa Museum Acquisitions and Disposals Policy when the policy is up for renewal in 2024.
2. To request presence from Ōnuku Rūnanga at the Akaroa Museum Acquisitions and Disposals Policy renewal Committee workshop.

Attachments

- A Akaroa Museum Acquisitions and Disposals Policy - November 2019 

Linda Sunderland left the meeting at 2:39 pm during consideration of item 5.

Linda Sunderland returned to the meeting at 2:41 pm during consideration of item 5.

6. Friends of Akaroa Museum (FOAM) - Presidents Update

Committee Resolved AMA/2023/00011 (Original Staff Recommendation accepted without change)

That the Akaroa Museum Advisory Committee:

1. Receive the information in the report from the President of the Friends of Akaroa Museum

Linda Sunderland/Nigel Harrison

Carried

7. Committee Members' Exchange of Information Te Whakawhiti Kōrero a ngā Mema Komiti

Part B

- The Committee understands a Te Reo name for the Akaroa Museum has been delayed.
- The Committee was informed of the Akaroa Civic Trust Annual General Meeting (AGM) scheduled for 2 December 2023.
- The committee heard about a QR code that has been affixed to a number of sites throughout the Takapuneke area. When scanned, the QR code plays audio for anyone in the public domain to listen.
- The Committee understands that the Banks Peninsula War Memorial will be celebrating its centenary in March 2024.

Karakia Whakakapi: all present

Meeting concluded at 3:26 pm.

CONFIRMED THIS 21st DAY OF FEBRUARY 2024

Akaroa Museum Advisory Committee
18 October 2023

Christchurch
City Council 

PAM RICHARDSON
CHAIRPERSON

Item 8

Attachment B

UNCONFIRMED



**Akaroa Museum Advisory Committee
MINUTES ATTACHMENTS**

Date: Wednesday 18 October 2023
Time: 2 pm
Venue: Akaroa Boardroom, 78 Rue Lavaud Akaroa

TABLE OF CONTENTS NGĀ IHIRANGI	PAGE
5. Akaroa Museum Director's Update to Akaroa Museum Advisory Committee	
A. Akaroa Museum Acquisitions and Disposals Policy - November 2019	3

Akaroa Museum Advisory Committee
18 October 2023

Christchurch
City Council 

Item 8

Attachment C

Presentation to AMAC – Acquisitions and Disposal Policy

Daniel C. P. Smith, Collection Manager, Akaroa Museum, 18/10/2023

Background

Museums exist because of their collections. Everything the Museum does flows outwards from the collection: exhibitions and displays of course, but education programmes, any sort of research interactions with visitors, programmes of talks, lectures etc.

Historically, museums evolved in the West from different types of collections: art; antiquities; archaeology; scientific specimens; ethnology or anthropology; and latterly social history. Some museums remain focused on a particular type of collection, others are more general.

As a result, there are a lot of different terms for the things in collections such as: artefacts; artworks; works; specimens; types; holotypes. These are all covered by the generic, neutral term, “object”. In NZ, another term is also used: taonga.

The Māori word taonga is loosely translated as treasure. As well as referring to Māori cultural objects it is often used instead of “object” because the definition of taonga embodies ideas such as “heirloom”, whakapapa or heredity; and kōrero, or stories and discourse – qualities connected to museum objects.

Another term is “material culture”. This is a scholarly term and describes anything made by humankind – indeed any sort of change made upon a material. For example:

- A tree in the bush is not material culture, but a tree chopped into firewood is
- The bush is not material culture, but the boundary around a bush reserve is, so is a track through the bush
- A ploughed field or a cut of meat is material culture
- A pinned fly or a chip of rock in a museum drawer is material culture
- In fact everything in every museum collection everywhere is material culture
- So is everything in the town dump

Material culture has been ubiquitous ever since the industrial revolution. Before then, less so. The “culture” side of the term identifies objects as an expression of what it is to be human in a certain place at a certain time, as an outcome of a way of thinking and being. The value of material culture is that humans were producing it for tens of thousands of years before they started writing.

- So, material culture provides evidence about human activity that reaches back much further than written evidence.
- Also, reading and writing has for most of history has been located with upper classes. Material culture on the other hand is both much more pluralistic and much more characteristic of everyday life.

BUT, the ubiquity means that for museums it is not so much a question of what to collect but how to limit collecting because museum resources and spaces are finite.

Therefore a collecting policy is important because

- it provides a set of rules for managing the activity of collecting.
- By having a policy to follow we can hope to select with consistency across multiple generations of staff.

Overview

If you look at the first page of the policy, it is titled the: **Akaroa Museum Acquisitions and Disposals Policy**.

- *Acquisitions* refers to the formal process of registering a new object into the collection – literally adding it to the list.
- The *Disposals* side is the end point of “un-collecting”, which is preceded by the formal de-accessioning of an object from the collection. This “back end” of the policy provides an avenue for dealing with objects that no longer meet the museum’s needs.

Nevertheless, the intention is that collecting is forever – in perpetuity

There is also the Statement of Purpose for Akaroa Museum, which is there to keep us focused on the overall purpose of the museum.

AMAC is involved in the decisions for de-accessioning, it also is asked to approve each new iteration of this policy. Involving AMAC allows the museum to perform with transparency.

The internal organisation of the policy is hierarchical and progresses logically.

It begins at 1.2 with how Akaroa Museum came about, its governance environment and how that’s changed, and where its mandate to collect originated from: the community.

Point 2 (p.6 ff) of the Policy then proceeds to explain what is in the collection at a very high summary level.

In these first two sections some limitations are placed on collecting activity.

- One is a geographic boundary. Because of the way the museum was set up with the local authorities of the day, we collect within a very specific geographic area, which is shown in the Appendix.
- Another limitation is the intention of the museum when it was founded – effectively, we collect what we always collected.

Point 3 (p.9 ff) is about what collecting looks like as a process, bearing in mind the museum’s agency to collect in an active way is limited because no acquisitions budget is provided by Council.

Collecting is an everyday activity for the museum, and something that, in most cases, we decide in-house, but might seek opinion from outside experts. It is a *discriminating activity*. The idea is that a new addition to the collection is *richly informative* – that is, might be useful in several different ways.

3.3 looks at each area of collection outlining how it might be developed.

BUT this is weighted against section **4 Limitations of collecting** (p.12 ff), which include those already mentioned as well as barriers such as legislation – which are ever evolving.

Section 5 (p.14) contains a very important statement about the museum’s position as a collecting institution (2nd paragraph):

Akaroa Museum is the only fully public museum on Banks Peninsula with professionally trained and experienced staff. The Museum will act in what it perceives as the public’s and the

object's (in terms of physical / intellectual / spiritual) best interest when making acquisitions.
Consultation is likely in instances of perceived institutional conflicts of interest.

Section 6, although very short is very important from a legal standpoint and also in terms of authenticating an object.

The **remainder** of the policy is really about why and how objects might be removed from the collection and how to dispose of them.

Deaccessioning is **not a usual activity**:

- A repatriation request from a Runanga, if seen to be valid, would trigger the deaccession process.
- Other reasons for deaccessioning might be a change in the law, or an object has suffered exceptional deterioration, or poses a physical danger to staff, etc.
- Sometimes, in the past, the decision to collect was made without careful thought and an object is simply not relevant. That is, an object lacks any compelling quality that justifies retention.
- Another reason might be that a different collecting institution is a more suitable home for some reason. E.g. the object is not from within the Akaroa Museum collecting area and another more suitable institution wants to collect that object.

If deaccessioning is deemed a suitable course of action, then **a case** that lays out pros and cons of retention needs to be made, and the cons need to be deemed to outweigh the pros.

The original donor or relevant descendant(s) should be contacted, informed and given the opportunity to comment.

The process is that the AMAC should receive the **case** from the museum director, who will then make a recommendation to the Community Board to minute. The process is completed by sign-off from the head of the Art Gallery Unit. (This is disposal of Council property)

AMAC and Community Board involvement is about transparency and the opportunity for community input. **This is important because the collection is there for the public and held on their behalf.**

Disposal of the object can be difficult. It is always preferable to keep an object in the public realm, but this may not be possible. Responsible disposal is something I would ideally want to line up while exploring deaccessioning. It is very case dependent

9. Head to Head Walkway Working Party Meeting Notes

Reference / Te Tohutoro: 23/2090157

Report of / Te Pou Natasha McDonnell, Banks Peninsula Governance Advisor
Matua: (Natasha.McDonnell@ccc.govt.nz)
Senior Manager / Andrew Rutledge, Acting General Manager Citizens and Community
Pouwhakarae: (Andrew.Rutledge@ccc.govt.nz)

1. Purpose of Report Te Pūtake Pūrongo

Head to Head Walkway Working Party Meeting Notes have been received:




Name	Subject
Head to Head Walkway Working Party Notes	6 July 2023
Head to Head Walkway Working Party Notes	7 September 2023
Head to Head Walkway Working Party Notes	7 December 2023

2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

- 1. Receive the notes of the Head to Head Walkway Working Party:
 - a. 6 July 2023 Meeting Notes
 - b. 7 September 2023 Meeting Notes
 - c. 7 December 2023 Meeting Notes

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Head to Head Walkway Working Party Meeting Notes - 6 July 2023	24/95366	60
B 	Head to Head Walkway Working Party Meeting Notes - 7 September 2023	24/95367	65
C 	Head to Head Walkway Working Party Meeting Notes - 7 December 2023	24/95158	68

Head to Head Walkway Working Party NOTES

Date: Thursday 6 July 2023
Time: 9:39am
Venue: Lyttelton Community Boardroom, 25 Canterbury Street, Lyttelton

Present

Meeting Chairperson
Members

Tyrone Fields - Banks Peninsula Councillor
Cathy Lum-Webb - Banks Peninsula Community Board (Lyttelton)
Jenny Healey - Cass Bay Reserve Committee
Howard Buchanan - Charteris Bay Neighbourhood Association
Richard Suggate - Diamond Harbour Community Association via audio/visual
Graeme Fraser - Diamond Harbour Reserve Committee
Karen Banwell - Governors Bay Community Association
Libby Ormsby - Lyttelton Harbour Business Association
Andrew Turner - Rod Donald Banks Peninsula Trust
Paul Dahl - Whaka Ora Healthy Harbour

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Please Note:

All information provided in briefings should be considered as confidential unless otherwise stated.
This forum has no decision making powers and is purely for the purpose of information sharing.

Head to Head Working Party
06 July 2023



Karakia Tīmatanga

The agenda was dealt with in the following order.

Election of a Meeting Chairperson

Working Party Resolved HHWP/2023/00001

It was resolved on the motion of Andrew Turner, seconded by Cathy Lum-Webb that Tyrone Fields be appointed Meeting Chairperson of the Head to Head Walkway Working Party until the Election of a Chairperson report.

Andrew Turner/Cathy Lum-Webb

Carried

1. Apologies Ngā Whakapāha

Working Party Recommendation

That the apologies received from Tom Kuenning for absence, and from Richard Suggate for lateness be accepted.

Tyrone Fields/Howard Buchanan

Carried

2. Declarations of Interest Ngā Whakapuaki Aronga

There were no declarations of interest recorded

3. Confirmation of Previous Notes Te Whakatūtututanga o Ngā Tuhinga o mua

Community Board Recommendation

That the notes of the Head to Head Walkway Working Party meeting held on Monday, 22 February 2021 be confirmed.

Andrew Turner/Graeme Fraser

Carried

4. Head to Head Walkway Working Party - Appointment of Chairperson and Meeting Schedule

Officer Recommendations

That the Head to Head Walkway Working Party:

1. Receives the information in the report.
2. Appoints a Chairperson for this meeting.

Head to Head Working Party
06 July 2023



3. Recommends a Chairperson of the Head to Head Walkway Working Party for approval by Te Pātaka o Rākaihautū Banks Peninsula Community Board.
4. Creates a meeting schedule for the term ahead.

Working Party Recommendation

That the Head to Head Walkway Working Party:

1. Receives the information in the report.
2. Recommends Tyrone Fields as Chairperson of the Head to Head Walkway Working Party for approval by Te Pātaka o Rākaihautū Banks Peninsula Community Board.
3. Creates a meeting schedule for the term ahead. Setting out the next Head to Head Walkway Working Party meeting for 7 September 2023 starting at 9.30am, located in the Lyttelton Boardroom. Thereafter sets a schedule of meetings for the first Thursday of every third month, commencing from September 2023, with all meetings starting at 9.30am, located in the Lyttelton Boardroom:

Thursday 7 September 2023	9.30am	Lyttelton Boardroom
Thursday 7 December 2023	9.30am	Lyttelton Boardroom
Thursday 7 March 2024	9.30am	Lyttelton Boardroom
Thursday 2 May 2024	9.30am	Lyttelton Boardroom
Thursday 4 July 2024	9.30am	Lyttelton Boardroom
Thursday 5 September 2024	9.30am	Lyttelton Boardroom
Thursday 7 November 2024	9.30am	Lyttelton Boardroom
Thursday 6 February 2025	9.30am	Lyttelton Boardroom
Thursday 1 May 2025	9.30am	Lyttelton Boardroom
Thursday 1 August 2025	9.30am	Lyttelton Boardroom

Paul Dahl/Graeme Fraser

Carried

Working Party Recommendation to Community Board

Part A

That the Community Board:

Approves Tyrone Fields as Chairperson of the Head to Head Walkway Working Party.

5. Head to Head Walkway Update

- Staff provided a scope of the Head to Head Walkway project for new members of the Working Party.

Head to Head Working Party
06 July 2023



- Staff stated their priority is to upgrade existing sections of walkway ensuring they are suitable and enjoyable for inexperienced walkers.
- Staff described the process needing to be followed for new sections of the walkway to be created, and explained that all new sections need to be approved by Te Pātaka o Rākaihautū Banks Peninsula Community Board
- Staff described how coastal hazards and climate change may impact the walkway, and that the Coastal Hazards Adaptation Plan focuses on current infrastructure.

Officer Recommendations

That the Head to Head Walkway Working Party:

1. Receive the information in the Head to Head Walkway Update Report

Community Board Recommendation


That the Head to Head Walkway Working Party:

1. Receive the information in the Head to Head Walkway Update Report

Graeme Fraser/Paul Dahl

Carried

Attachments

- A Coastal Hazards and Climate Change - Head to Head Walkway Working Party - 6 July 2023 

6. Agenda Requests for Consideration

6.1 Review of existing completed sections of walkway - discussed prior in meeting.

6.2 Uncompleted subsections - discussed prior in meeting.

6.3 Working group proposal – Paul Dahl and Graeme Fraser spoke on behalf of Tom Kuenning. Request a method of communication for Working Party members, not including staff, to exchange information in between Working Party meetings.

6.4 Progress between meetings – Richard Suggate raised the Working Party priority to be the creation of new sections of walkway as described in the Head to Head Walkway Working Party Terms of Reference.

6.5 Funding requirements – discussed prior in meeting.

6.6 Coastal Adaptation Planning – the Working Party received a presentation about Coastal Hazards and Climate Change from Tom Simons-Smith, Principal Advisor Coastal Adaptation.

6.7 Safety Concerns – Transport Staff have provided a memo addressing safety concerns in Charteris Bay. **(Attachment A)**

6.8 Long Term Plan (LTP) – the Working Party's priorities will come to Te Pātaka o Rākaihautū Banks Peninsula Community Board in September 2023.

The Head to Head Walkway Working Party Agreed

To request discussions with staff (Parks and roading) around Purau Beach to Wreck Bay, and end of coastal track to Purau Beach and report back at the next meeting.

Head to Head Working Party
06 July 2023

To request an update for the Working Party on road safety mitigation, background and progress, on the issues regarding the road from Charteris Bay public boat ramp to Andersons Road south Intersection (**Attachment A**).

The Working Party notes its focus on developing new track opportunities as a priority alongside the upgrading of existing tracks. Additionally, the Working Party wishes for the Board to recognise funding via the Long Term Plan and acknowledging the Working Party's priorities need to come to the Community Board in September for Long Term Plan consideration.

The Working Party notes a meeting between Council staff, Rod Donald Trust and the Chairperson will take place and outcomes be reported back to the next meeting.

Howard Buchanan/Graeme Fraser

Carried

Attachments

A Memo Safety Improvements Options - Marine Drive, Charteris Bay 31 March 2022 Report 

7. Working Party Members Exchange Te Whakawhiti Whakaaro o Te Kāhui Amorangi

There was no information exchanged at this meeting.

Karakia Whakamutunga

Meeting concluded at 12.24pm.

Head to Head Walkway Working Party NOTES

Date: Thursday 7 September 2023
Time: 9.33 am
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

Present

Chairperson
Members

Tyrone Fields - Banks Peninsula Councillor
Howard Buchanan - Charteris Bay Neighbourhood Association
Graeme Fraser - Diamond Harbour Reserve Committee
Paul Dahl - Purau Resident Association and Whaka Ora Healthy Harbour
Cathy Lum-Webb Te Pātaka o Rākaihautū Banks Peninsula Community Board (Lyttelton)
Andrew Turner - Rod Donald Trust via audio/visual
Richard Suggate - Diamond Harbour Community Association
Ben Dutton - Church Bay Neighbourhood Association and Charteris Bay Neighbourhood Association
Warner Russell - Cass Bay Reserves Committee

Natasha McDonnell
Banks Peninsula Governance Advisor
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Please Note:

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Head to Head Working Party
07 September 2023



Karakia Tīmatanga: Tyrone Fields

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Working Party Resolved HHWP/2023/00002

That the apologies for absence for Jenny Healey, Tom Kuenning, Karen Banwell, Libby Ornsby and Luana Swindells be received.

It was noted that Warner Russell was attending as the alternative representative for Cass Bay Reserves Committee and Ben Dutton was attending as the alternative representative for the Church Bay Neighbourhood Association and Charteris Bay Neighbourhood Association.

2. Declarations of Interest Ngā Whakapuaki Aronga

Richard Suggate and Tyrone Fields declared an interest in Item 5 and took no part in the discussion.

3. Confirmation of Previous Notes Te Whakatūtututanga o Ngā Tuhinga o mua

Working Party Resolved HHWP/2023/00003

That the notes of the Head to Head Walkway Working Party meeting held on Thursday, 6 July 2023 be confirmed.

4. Agenda Items for Consideration

Working Party Agreement HHWP/2023/00004

The Head to Head Walkway Working Party agreed

1. To recommend to Te Pātaka o Rākaihautū Banks Peninsula Community Board that representation from Purau Residents' Association be added to the membership of the Head to Head Walkway Working Group.
2. That the priority of the Head to Head Walkway is the completion of the Allandale to Teddington route.
3. That the Working Party notes an area of climate adaptation concern for the Head to Head Walkway is in Diamond Harbour, Ngaio Lane. Additionally there will be further

Head to Head Working Party
07 September 2023



conversations between members of the Head to Head Walkway Working Party, the Traffic Engineer and the Coastal Hazards Adaptation team.

4. That the Working Party notes the Purau section is progressing well. This section is fully fenced and planting has commenced.
5. That the route priorities feel comfortable for the Working Party, acknowledging that the criteria for creating these priorities may result in a priority shift in future.
6. That the Working Party wait until it receives adaptation planning information to brainstorm alternative routes to the Teddington and Charteris Bay section before progressing.

Working Party Recommendation to Community Board HHWP/2023/00005

Part A

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. That representation from Purau Residents' Association be added to the membership of the Head to Head Walkway Working Group

5. Head to Head Walkway Update

- Staff updated on their recent work, including their meeting with Rod Donald Trust. Staff voiced their desire to continue working alongside Rod Donald Trust to further explore a partnership noting that the partnership is ultimately a Working Party decision, and acknowledging more conversations specifically regarding financial expectations need to occur.
- Staff introduced the new Transport Engineer who will be covering the Head to Head Walkway.
- Staff explained the next priorities which included further conversations between staff and Rod Donald Trust, and upgrading existing tracks.
- Staff described their hesitancy to plan certain aspects prior to receiving the adaptation information, which is expected late 2024.
- Andrew Turner, Manager Rod Donald Trust, reported that within the conversations between staff and Rod Donald Trust, four options for Rod Donald Trust to be involved were agreed and indicated strong interest in a hybrid between options three and four.
- The Working Party agreed to request an update at the 7 December 2023 meeting on the progress of the proposed route from Allandale over Living Springs to Teddington.

Karakia Whakakapi: Tyrone Fields

Meeting concluded at 11:17 pm.

Head to Head Walkway Working Party NOTES

Date: Thursday 7 December 2023
Time: 9.36 am
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

Present

Chairperson
Members

Tyrone Fields - Te Pātaka o Rākaihautū Banks Peninsula Community Board
Howard Buchanan - Charteris Bay Neighbourhood Association
Karen Banwell - Governors Bay Resident Association
Graeme Fraser - Diamond Harbour Resident Association
Paul Dahl - Purau Resident Association and Whaka Ora Healthy Harbour
Richard Suggate - Diamond Harbour Community Association via
audio/visual
Tom Kuenning - Church Bay Neighbourhood Association and Charteris Bay
Neighbourhood Association
Jenny Healey - Cass Bay Reserves Committee

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Head to Head Working Party
07 December 2023



Karakia Tīmatanga: Tyrone Fields

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Apologies for absence were received from Cathy Lum-Webb, Luana Swindells and Libby Ornsby.
An apology for lateness was received from Karen Banwell.

2. Declarations of Interest Ngā Whakapuaki Aronga

There were no declarations of interest recorded.

3. Review of Previous Notes

The notes of the Head to Head Walkway Working Party meeting held 7 September 2023 were reviewed.

5. Head to Head Walkway Update

- Staff provided an update on the work being continued throughout sections of the Head to Head Walkway.
- Staff confirmed Marcy McCallum, previous Head to Head Walkway Project Manager, has moved to another position within Council and the Head to Head Walkway Project Manager role will be taken over by Nick Singleton.
- Staff explained what the process would be to negotiate a Right of Way for the Purau Bay to Wreck Bay section, if the proposed track is deemed acceptable.
- No contact has been made with the land owner of the proposed section between Wreck Bay to Pile Bay Inainatū, although this is planned for early 2024. The Working Party were informed that the land owner is motivated to enter into communication with staff.
- Staff stated that the Heritage Culvert in Allandale is being managed as its own project and therefore has its own budget.
- Conversations between Living Springs Management and staff regarding a proposed track are continuing.
- The Working Party suggested a proposed route through Te Ana Marina, past the Torpedo Boat Museum.
- Staff are progressing with the Teddington Head of the Bay section.

The Working Party agreed to invite Edwin Tiong, Transport Engineer, to a 2024 Head to Head Walkway Working Party meeting, to discuss various proposed sections of the Head to Head Walkway including the possibility of installing bollards along Purau Road near the boat ramp.

The Working Party agreed to request staff to look into the possibility of the route through Te Ana Marina.

The Working Party agreed to request staff to report back on progress regarding the Teddington Head of the Bay section.

Head to Head Working Party
07 December 2023



4. Agenda Items for Consideration

The individuals who put agenda items to be considered, spoke to their respective items.

4.1 The Working Party were informed Shelley Washington has been appointed as the new manager of Rod Donald Trust, taking up the position from 15 January 2024.

4.2 The Cass Bay Reserves Committee would like the replacement track to Pony Point to progress as the Committee are wishing to make advancements on planting fire retardant natives along the track, and a memorial planting in recognition of victims of the 15 March 2019 terror attacks.

4.3 Staff explained why individual sections of the Head to Head Walkway cannot be named after individuals, and will provide a memo to Te Pātaka o Rākaihautū Banks Peninsula Community Board where the request originated.

The Working Party agreed to request the Project Manager to pursue the replacement track to Pony Point.

Karen Banwell entered the meeting at 9.55am during item 4.

6. Head to Head Walkway Working Party - Meeting Schedule Amendment

Officer Recommendations

That the Head to Head Working Party:

1. Receives the information in the report.
2. Amends the meeting schedule for the term ahead to meet on the Tuesday of every Third Month:

Tuesday 5 March 2024	9.30am	Lyttelton Boardroom
Tuesday 7 May 2024	9.30am	Lyttelton Boardroom
Tuesday 2 July 2024	9.30am	Lyttelton Boardroom
Tuesday 3 September 2024	9.30am	Lyttelton Boardroom
Tuesday 5 November 2024	9.30am	Lyttelton Boardroom
Tuesday 4 February 2025	9.30am	Lyttelton Boardroom
Tuesday 6 May 2025	9.30am	Lyttelton Boardroom
Tuesday 5 August 2025	9.30am	Lyttelton Boardroom

Head to Head Walkway Working Party Agreed

That the Head to Head Walkway Working Party:

1. Receives the information in the report.

Head to Head Working Party
07 December 2023

2. Amends the meeting schedule for the term ahead to meet at 3 pm every Monday following Te Pātaka o Rākaihautū Banks Peninsula Community Board Meeting, when such meeting is held in the Lyttelton Community Boardroom as set out below:

Monday 11 March 2024	3.00pm	Lyttelton Boardroom
Monday 10 June 2024	3.00pm	Lyttelton Boardroom
Monday 9 September 2024	3.00pm	Lyttelton Boardroom
Monday 9 December 2024	3.00pm	Lyttelton Boardroom
Monday 10 March 2025	3.00pm	Lyttelton Boardroom
Monday 9 June 2025	3.00pm	Lyttelton Boardroom

Karakia Whakakapi: Tyrone Fields

Meeting concluded at 11.09am.

10. Briefings - SailGP Season 4 Update

Reference / Te Tohutoro: 24/119427

Report of / Te Pou Karena Finnie, Head of Major Events, ChristchurchNZ
Matua: Loren Aberhart, GM Destination & Attraction, ChristchurchNZ
Senior Manager / Andrew Rutledge, Acting General Manager Citizens and Community
Pouwhakarae: (Andrew.Rutledge@ccc.govt.nz)

1. Purpose of Report Te Pūtake Pūrongo

The Board will be briefed on the following:


Subject	Presenter(s)	Unit/Organisation
SailGP Season 4 Update	Karena Finnie	Head of Major Events
	Loren Aberhart	GM Destination and Attraction ChristchurchNZ
	Rachel Dunford	Host City SailGP Operations Manager
	Leah Trafford	Regional Event Director Asia Pacific
	Natalie Fortier	Senior Manager Marketing Comms NZ
	Alexandra Corry	Head of Event Delivery NZ

2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Notes the information supplied during the Briefings.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	SailGP Season 4 Update - Background Information	24/119791	74

Purpose and origin of the report

This briefing will allow the Community Board to have a clear understanding of:

- The Event overview and operational update
- Event health & safety including details of traffic management plans and mitigations.
- The Marine Mammal Management Plan.
- SailGP Leverage & Legacy Programme inclusive of Watch Parties and Central City Live Site.

SailGP Season 4 Update

1. The ITM New Zealand Sail Grand Prix | Christchurch will be held on Whakaraupō Lyttelton Harbour March 23-24 2024.

The capacity of the site has been increased this year due to the movement of the craning area into the Naval Point Club leased area. This has allowed for increased grandstand capacity of 8,040 per day which will be installed across the original craning area.

In addition to the General Admission Grandstand seating the site will also allow for;

- 1,500 pax per day on the Platinum Lawn,
- 300 per day in the Adrenaline Lounge,
- 425 per day in the Shoreline Villas.

A new fire engineering report has been produced by Holmes for the new site layout which indicates 10,750 attendees per day is deemed a safe level of attendance for the event in this vicinity.

Stakeholders of Naval Point and Council have been consulted on the proposal and expansion of the site, feedback has been taken on board and SailGP are finalising key dates and layout by 26 January for Council approval.

1. **Bring Your Own Boat campaign (BYOB):** With extremely limited trailer parking in the vicinity of the boat ramps surrounding the harbour (as per the situation in 2023), this poses a traffic management risk. To mitigate this risk SailGP are following the same process for 2023 which includes messaging in relation to having your own access to the water. Additional messaging will be undertaken to ensure communications are relayed to residents and boat owners regarding closure of the Naval Point public boat ramp and the limited capacity in the surrounding boat ramps to avoid disappointment. This was managed effectively in 2023, and no additional issues are foreseen for 2024.

SailGP and the Harbourmaster are putting controls in place to ensure boats do not anchor in specified locations due to the water and waste pipeline running under the harbour. SailGP are working with CCC and ECAN to avoid this risk.

2. **MMMP:** SailGP, under the guidance of Te Roopū Tiaki Whakaraupō Advisory Group, developed the marine mammal management plan (MMMP) in partnership with Te Hapū ō Ngāti Wheke Rāpaki, manawhenua and mana moana over Whakaraupō in 2023.

SailGP, DOC, and Te Hapū o Ngāti Wheke Rāpaki have provided feedback on the MMMP for the 2024 event, which included the requirement for the inclusion of the independent decision maker in the control room on race days. The Plan is in final draft and will be publicly released as soon as complete. Public interest in the MMMP is high,

- and a communications plan is being created to ensure information is effectively communicated.
3. **TMP and restriction of Lyttelton Tunnel:** The traffic management plan has been modelled off the 2023 plan which was effective in managing congestion, parking, safety, emergency access, resident access and transport options for ticket holders during the event weekend. During the event, road closures would restrict access for all motor vehicle entry to Lyttelton from midday to approx. 6pm each race day. Residents and businesses will be provided 1 pass per household or business through a letter drop but also have the option to collect additional passes if needed. SailGP has started consultation and communication about the proposed traffic management plans and is currently under review by the Council and Waka Kotahi. Controls and messaging will be in place around the harbour including VMS boards with tow trucks and parking compliance as a deterrent to breaching parking restrictions. Council will again be placing portable toilets in strategic locations around the harbour to account for crowds watching from vantage points around the harbour and hill areas.
 4. **Community engagement and consultation:** Discussions are underway with the Lyttelton Business Association, markets and Project Lyttelton to determine the best way for further inclusion of the Lyttelton community and businesses. Planning includes adjustments to the Transport Plan with scoping for bus detours into Lyttelton, shuttle bus services and potentially a after party for the Saturday evening. Additionally, the traffic management communications plan will commence from 23 January, involving communications from SailGP, ChristchurchNZ, Christchurch City Council and Waka Kotahi and includes plans to mitigate effects to the network on other side of the harbour.
 5. **Leverage & legacy programme:** Members from SailGP, CNZ, Live Ocean, Te Hapū ō Ngāti Wheke Rāpaki, Sport NZ, NZ Story, NZ Trade & Enterprise, NZ Major Events, Yachting NZ and Tourism New Zealand will contribute to the plan's development and will assist with its implementation. The plan includes:
 - Activities for youth and women and girls' participation in sailing, inclusive of SailGP's Inspire Programme;
 - Active engagement in Sport NZ school programmes and local community outreach;
 - Exploring opportunities linked to SailGP's sustainability agenda, inclusive of Champions for Change;
 - Designing opportunities for NZ Inc to leverage the series internationally including ancillary networking and hosting;
 - Activities inclusive of local Iwi - Te Hapū ō Ngāti Wheke Rāpaki around matters of tikanga and kawa;
 - Development and implementation of Marine Mammal Management Plan;
 - Creation of a local purpose and impact project;
 - Showcase Ōtautahi Christchurch and Whakaraupō Lyttelton to a global audience.
 6. **Central City Live Site:** ChristchurchNZ is leading development of the Live Site, currently proposed for a new location on the Terrace (directly opposite the main steps and beside the Bridge or Remembrance). This change in location will allow for greater central city business engagement and allow spectators to utilise local hospitality for watching the races.

In addition to the central city live site, Watch Parties will be promoted across the city, providing away for greater inclusion and benefit for local business and hospitality providers across Christchurch and Lyttelton.

11. Akaroa Croquet Club-Proposed New Lease

Reference / Te Tohutoro: 24/10831

Report of / Te Pou
Matua:

Felix Dawson, Leasing Consultant, felix.r.dawson@ccc.govt.nz

Senior Manager /
Pouwhakarae:

Rupert Bool, Acting Head of Parks (Rupert.Bool@ccc.govt.nz)

1. Purpose and Origin of Report Te Pūtake Pūrongo

- 1.1 To consider the application for a new land and building lease by the Akaroa Croquet Club for part of Akaroa Recreation Reserve
- 1.2 The current lease has expired and a new lease is required. A new lease is proposed on the basis that the club is a sound organisation with a track record of providing opportunities of a sporting nature
- 1.3 The decision in this report is considered low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by considering the number of people affected, the level of impact on those affected and the low cost to Council associated with entering into the lease.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Grant a Land and Building lease to Akaroa Croquet Club pursuant to section 54 of the Reserves Act 1977, for a lease period of twenty years including renewals for an area of approximately 2225square metres of Akaroa Recreation Reserve being part of Lot 2 DP2868, Lot 1 DP 79110, Sec 2 SO 18642, CB45A/1127 as shown on the plan described as Attachment A the report on the meeting agenda
2. Authorises the Manager Property Consultancy to conclude negotiation and administer the terms and conditions of the lease.

3. Reason for Report Recommendations Ngā Take mō te Whakatau

- 3.1 The Akaroa Croquet Club lease is a long standing tenant who have invested in the green facilities on site. It is an active club and requires security of tenure to plan on-going activities with certainty.

4. Alternative Options Considered Ētahi atu Kōwhiringa

- 4.1 The option of not granting a lease has been considered and discounted as the request for a new lease complies with current Council practice and policy in regard to existing sports clubs and community groups. The club is viable and functioning and has invested in the facilities on site.

5. Detail Te Whakamahuki

The Property

- 5.1 Akaroa Recreation Ground is located at 28 Rue Jolie in Akaroa. It is held as recreation reserve pursuant to the Reserves Act 1977.
- 5.2 The Akaroa Croquet Club (The Club) is located on the reserve as shown in blue below.



- 5.3 The Club has been operating for over one hundred years. The club operates and maintains two greens with 36 members running four interclub teams. Three club days are held per week with regular hosting of other clubs for interclub competition. Periodic two day tournaments/competitions are held with visiting clubs. The greens and buildings are available and used by the community for occasional use.
- 5.4 Part of the Council owned pavilion on site is used by The Club with renovation and regular maintenance undertaken by club members.



- 5.5 The Club meets the Council's requirements as a suitable lessee
- Incorporated society

- Strong membership
- Historical use and investment on the site
- Financially sound

5.6 Key lease terms are:

- Land and Building lease, 2225sqm
- Initial lease term 10 years with one right of renewal
- Rent and outgoings calculated in accordance with policy for ground lease to sports clubs and community groups- Maintenance generally undertaken by tenant except fair wear and tear. Rental under current rent rates \$944.68 plus GST

Consideration of Community Views

5.7 Community engagement involved direct contact with the neighbouring lessees on the reserve, public notice in the Christchurch Press and Akaroa Mail on 2 July 2023, and notification in the public notices of the Council website. No responses were received. Staff consider that this is sufficient consideration of community views taking into account the significance of the decision proposed.

5.8 The decision affects the following wards/Community Board areas:

5.8.1 Te Pātaka o Rākaihautū-Banks Peninsula

6. Policy Framework Implications Ngā Hīraunga ā- Kaupapa here

Strategic Alignment Te Rautaki Tīaroaro

6.1 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):

6.2 Citizens and communities

6.2.1 Activity: Recreation, Sports, Community Arts and Events

- Level of Service: 7.0.3.2 Support citizen and partner organisations to develop, promote and deliver recreation and sport in Christchurch - 80% satisfaction with the quality of Council recreation and sport support

Policy Consistency Te Whai Kaupapa here

6.3 The decision is consistent with Council's Plans and Policies.

6.3.1 Sports Leases Charging Policy

6.4.2 Leasing Council- dealing unilaterally with incumbent tenant where there is only one logical tenant including non for profit organisations particularly sports clubs on reserves.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

6.4 The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does specifically impact Mana Whenua, their culture and traditions.

6.5 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities.

6.6 The proposal was forwarded to Mahaanui Kurataio for comment on 26 June 2023 and they responded on 10 July 2023 that there were no issues.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.7 The proposals in this report are unlikely to contribute significantly to adaption to the impacts of climate change or emissions reductions. The proposal to enter into a new lease for an existing use does not have an impact on climate change as there is limited carbon footprint associated with leasing itself and there is no change to current emissions. In terms of the activities associated with the lease: the club encourages local community involvement and in that sense the carbon associated with travel is low. There are no development plans associated with the activities that involve significant use of resources.

Accessibility Considerations Ngā Whai Whakaaro mā te Hunga Hauā

- 6.8 The building meets code requirements.

7. Resource Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

- 7.1 Cost to Implement – Preparation of lease and public advertising costs to be recovered from the tenant
- 7.2 Maintenance/Ongoing costs – Primarily tenant responsibility- landlord cost for fair wear and tear, minimal landlord expenditure in recent years, estimate \$1,500.00 average annual landlord cost excluding capital expenses
- 7.3 Funding Source – operational budget

Other He mea anō

- 7.4 No other matters are applicable

8. Legal Implications Ngā Hīraunga ā-Ture

Statutory power to undertake proposals in the report Te Manatū Whakahaere Kaupapa

- 8.1 Delegations Parks (Part D-sub Part 1- Community Boards) Authority delegated from Council to Community Boards
- “To grant leases of recreation reserves in accordance with this section”- section 54 Reserves Act 1977
- 8.2 Reserves Act 1977-Lease entered into pursuant to section 54 Reserves Act 1977.

Other Legal Implications Ētahi atu Hīraunga-ā-Ture

- 8.3 The legal consideration is
- 8.3.1 Local Government Act 2002-Decision Making including consideration of community views.
- 8.3.2 Reserves Act 1977, use consistent with recreation use classification, public notice pursuant to section 54
- 8.3.3 Department of Conservation approval pursuant to delegation to CEO.
- 8.4 This report has not been reviewed and approved by the Legal Services Unit.

9. Risk Management Implications Ngā Hīraunga Tūraru



- 9.1 There is a risk of the lessee failing to pay rent or maintain the premises.

- 9.2 The risk is assessed as low. Financial consequences would be relatively small and operational issues could be rectified. The likelihood of these consequences occurring is considered low based on the club's previous track record.

10. Next Steps Ngā Mahinga ā-muri

- 10.1 Property staff to undertake final negotiation of lease terms and complete documentation

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Akaroa Croquet Club draft lease plan	24/10952	82

In addition to the attached documents, the following background information is available:

Document Name – Location / File Link
Not applicable

Confirmation of Statutory Compliance Te Whakatūturutanga ā-Ture

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 Ngā Kaiwaitohu

Author	Felix Dawson - Leasing Consultant
Approved By	Kathy Jarden - Team Leader Leasing Consultancy Angus Smith - Manager Property Consultancy Rupert Bool - Acting Head of Parks



12. 2023/24 Discretionary Response Fund Application Te Ahu Pātiki Charitable Trust

Reference / Te Tohutoro:	24/81698
Report of / Te Pou Matua:	Dane Moir, Community Development Advisor, (Dane.Moir@ccc.govt.nz)
Senior Manager / Pouwhakarae:	Andrew Rutledge, Acting General Manager Citizens and Community (Andrew.Rutledge@ccc.govt.nz)

1. Purpose of Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for Te Pātaka o Rākaihautū Banks Peninsula Community Board to consider an application for funding from its 2023/2024 Discretionary Response Fund from the organisation(s) listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
A-22933	Te Ahu Pātiki Charitable Trust	Fire Risk Analysis Report	\$4,000	\$4,000

- 1.2 There is currently a balance of \$39,744 remaining in the fund.

2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves a grant of \$4,000 from its 2023/2024 Discretionary Response Fund to Te Ahu Pātiki Charitable Trust towards the Fire Risk Analysis Report.

3. Key Points Ngā Take Matua

Strategic Alignment Te Rautaki Tīaroaro

- 3.1 The recommendations above are aligned to the Council's Strategic Framework and in particular the strategic priorities of a Collaborative and Confident City and A Cultural Powerhouse City. The projects also align with the Te Haumako Te Whitingia Strengthening Communities Together Strategy.

Decision Making Authority Te Mana Whakatau

- 3.2 The Community Board has the delegated authority to determine the allocation of the Discretionary Response Fund for each community.
- 3.2.1 Allocations must be consistent with any policies, standards or criteria adopted by the Council.
- 3.2.2 The Fund does not cover:
- Legal challenges or Environment Court challenges against the Council, Council Controlled organisations or Community Board decisions
 - Projects or initiatives that change the scope of a Council project or that will lead to ongoing operational costs to the Council (though Community Boards can recommend to the Council that it consider a grant for this purpose).

Assessment of Significance and Engagement Te Aromatawai Whakahirahira

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


Discussion Kōrerorero

- 3.6 At the time of writing, the balance of the 2023/2024 Discretionary Response Fund is as below.

Total Budget 2023/2024	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$52,930	\$14,899	\$39,744	\$35,744

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

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Te Ahu Pātiki Charitable Trust Discretionary Response Fund 2023/24 Matrix.	24/127023	85

Confirmation of Statutory Compliance Te Whakatūturutanga ā-Ture

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 Ngā Kaiwaitohu

Author	Dane Moir - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula Matthew McLintock - Manager Community Governance Team

2023/24 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

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

00066909	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Te Ahu Pātiki Charitable Trust	Fire Risk Analysis Report Te Ahu Pātiki is 500ha of whenua land including the summits of Te Ahu Pātiki Mt Herbert and Mt Bradley. The land was purchased in 2021 to create a public park. Te Ahu Pātiki Charitable Trust have requested funding towards a Fire Risk Analysis report to assist them in protecting the restoration project.	\$ 7,805 Requested \$ 4,000 (51% requested)	\$4,000 Report of Fire Risk	\$ 4,000 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$4,000 to Te Ahu Pātiki Charitable Trust towards contractor fees toward a Fire Risk Analysis Report.	2

Organisation Details Service Base: 355 Charteris Bay Charteris Bay Legal Status: Charitable Trust Established: 9/03/2022 Target Groups: Environment Annual Volunteer Hours: 5000 Participants: 20 Alignment with Council Strategies <ul style="list-style-type: none"> This project aligns with Community Board Plan priority for Proactive planning for climate change. CCC Funding History Nil	Other Sources of Funding N/A Staff Assessment The Trust values its role as kaitiaki of the park and the maunga and its partnership with the wider community. Its core purpose is to protect the land, restore native biodiversity, enable non-motorised public access, and support mana whenua values. Te Ahu Pātiki whenua restoration project is extremely vulnerable to fire during the next two decades, as forest regenerates through existing gorse and broom cover. The Trust wishes to understand the best possible ways to mitigate this risk and to combat any worst-case scenario, such as a fire starting on the maunga. They have sought advice on the best way to facilitate this and as a result have commissioned a Fire Risk Analysis Report. Rationale for staff recommendation: The Report will provide vital information to both Te Ahu Pātiki Charitable Trust and our immediate neighbours on how to best mitigate risk and to combat fire should it occur. The report will provide in-depth information that can also be shared with FENZ to help them plan for all the various possible fire scenarios in the area. This project will enable the Trust to develop a plan that will assist them to mitigate the long-term effects of climate change. Recommendations from this report will improve community resilience and mean that the community is better able to respond in the event of a fire. FENZ, Council Regional Parks and CDEM staff have endorsed the chosen contractor and project. Regional Parks staff have also met with the group and contractor who will deliver the report and agree with the approach.
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13. Te Pātaka o Rākaihautū Banks Peninsula Community Board
Area Report - February 2024

Reference / Te Tohutoro: 23/2052615
Report of / Te Pou Matua:
Senior Manager / Pouwhakarae:

Penelope Goldstone, Community Governance Manager Banks Peninsula (Penelope.Goldstone@ccc.govt.nz)
Andrew Rutledge, Acting General Manager Citizens and Community (Andrew.Rutledge@ccc.govt.nz)

1. Purpose of Report Te Pūtake Pūrongo

This report provides the Board with an overview on initiatives and issues current within the Community Board area.


2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:



1. Receive the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report for February 2024.


3. Community Support, Governance and Partnership Activity

3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Basketball Social Competition	<div> A 3v3 Basketball Tournament was held in December at Mānawa Kāwhiu Lyttelton Recreation Centre. It was a fantastic turn out organised by Pioneer Basketball. Over seven teams competed, the best turn out yet, the atmosphere was excellent, and the diversity of the teams was great to see. </div> <div>  </div>	Completed	Good social and physical connections for our communities

Activity	Detail	Timeline	Strategic Alignment
Lyttelton Harbour Network	In December 2023, the Lyttelton Harbour Network celebrated another year with some kai and undertook a review of the purpose and style of the Network meetings. Fifteen people attend the meeting, representing nine different organisations from around the Harbour. The main comments included feedback on frequency, timing, venues, hosting, and topics. The feedback received from the network will guide future meetings.	On-going, meetings held throughout the year	Good social and physical connections for our communities
Lyttelton Norman Kirk Pool	Project Lyttelton held a garage sale in November 2023 to raise funding for swim passes. They raised \$400 which was then matched by the Council's Recreation and Sports Unit. This provided a total of 135 swim passes for the community. The swim passes were distributed via different community groups to provide to those who would most benefit.	Completed	Good social and physical connections for our community
Governors Bay Community Centre Playground	The soft fall in the small playground at the Governors Bay Community Centre was replaced mid-January 2024. The existing soft fall was spread onto the Community Centre gardens and new soft fall placed. The playground had to close for two days (17 and 18 January 2024) whilst this happened. The Community Association were informed, and an email distributed to all its members along with a notice placed on the Governors Bay Facebook page to inform local families.	Completed	Good social and physical connections for our communities
Sail GP Naval Point	Lyttelton Recreation Ground Reserve Committee have been informed that the Recreation Ground will be used for light infrastructure during the SailGP event. A community meeting for the residents/business owners of Lyttelton will be held late January 2024.	ongoing	All elements of Te Nukutai o Tapoa - Naval Point are progressed (off-shore, on-shore and the recreation ground)

Activity	Detail	Timeline	Strategic Alignment
Le Bons Bay Hall Renovations	<p>The Le Bons Bay Hall has been painted inside and out, including overdue cosmetic earthquake repairs to the interior. The use of a local painter for this work, rather than an external contractor, meant lower cost to the Council and extra care and attention being paid to the job. The hall has two new ovens, a barbecue and a new smoke alarm system funded by the Le Bons Bay Reserve Committee.</p> 	Completed	Good social and physical connections for our communities
Little River A&P Show	<p>The annual Little River A&P Show was held on 20 January 2024 on a sweltering hot day. Attendance was excellent, bringing many visitors to the township.</p> 	Completed	Good social and physical connections for our communities

Activity	Detail	Timeline	Strategic Alignment
			

3.2 Community Funding Summary

3.2.1 **Discretionary Response Fund** - On 11 December 2023 the Board approved funding of \$3,486 for Project Lyttelton Incorporated towards emergency equipment and 1st Aid training or the Lyttelton Emergency Hub; and \$2,000 funding for Little River Farmers Market towards insurance and the purchase of an amp. A full Discretionary Response Fund summary is attached. **(Attachment A)**

3.2.2 **Youth Development Fund** - The Board has welcomed feedback from youth who have received funding towards their sporting endeavours as follows.

- Edward Lopas was granted \$300 to help him attend the 2023 World Under 23 Rowing Championships in Bulgaria, representing NZ at the top level for his age. Edward's team placed first in the C final, which placed them 9th on times and 13th place overall. Edward is currently rowing at Northeastern University on a sports scholarship. He aims to qualify for the Under 23 team two more times before deciding on further goals, with the Olympics being one possible option.



- Izzy Hoult was granted \$150 towards masterclasses with the Royal New Zealand Ballet as part of their Mentor Programme Intensive 2023. Izzy was selected as one of 30 students from around New Zealand to be part of the programme which

enables young dancers to experience life with the company and take classes with them and their ballet masters. Izzy said her mentor's advice and insight allowed her to think outside her comfort zone and challenged her ability. They showed her that dreams really do come true. Izzy starts training full time at New Zealand School of Dance as Classical major in February 2024 and can't wait to spend more time with the Royal New Zealand Ballet.

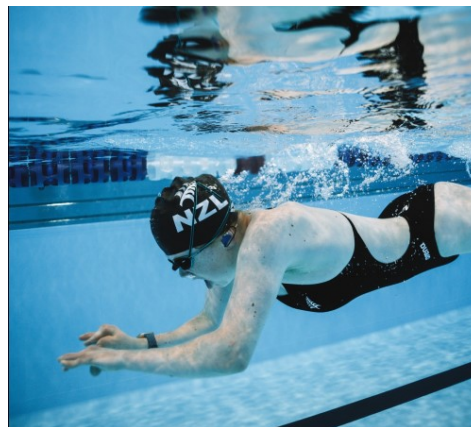


- McKenzie Drage was granted \$150 towards representing New Zealand in para swimming at the Oceania Tri Series held in Hawkes Bay in September 2023. McKenzie placed:

- 1st in the 100m Individual Medley Multi-class with a new personal best time.
- 3rd in 100m Breaststroke Mixed Multi-class
- 3rd in 50m Freestyle Mixed Multi-class.

She said this was an amazing opportunity to develop her racing skills and engage with Para athletes from Western Australia and Victoria. It increased the intensity and competitiveness of her racing experience, as well as providing new skills in yoga and media/personal branding.

McKenzie will now work towards achieving qualifying times for Para World Swimming Champs in 2025 and Paralympics in 2028.



- 3.2.3 **Strengthening Communities Fund** – Applications will open for 2024/25 Strengthening Communities Funding in early March 2024. An Accountability Report for 2022/23 Strengthening Communities Funding is attached. (**Attachment B**)

3.3 Participation in and Contribution to Decision Making

3.3.1 Report back on other Activities contributing to Community Board Plan

3.3.2 Council Engagement and Consultation.

- Have your say – at the time of writing the report the following consultations were open within the Community Board Area and city-wide consultation:

Topic:	Closing date:	Link:
Adapting to sea level rise in Lyttelton Harbour and Port Levy	21 January 2024	Adapting to sea level rise in Lyttelton Harbour and Port Levy Kōrero mai Let's talk (ccc.govt.nz)
Demolition of the existing building at 33 Dublin Street, Lyttelton	30 January 2024	Demolish an existing building on 33 Dublin Street, Lyttelton Kōrero mai Let's talk (ccc.govt.nz)
Tree Planting Plans	1 February 2024	Tree Planting Plans (ccc.govt.nz)
Diamond Harbour – proposed land use	19 February 2023	Diamond Harbour - proposed land use Kōrero mai Let's talk (ccc.govt.nz)

- Start Work Notices** - Various Start Work Notices have been sent to the Board throughout the month. All Board area and city-wide start work notices can be found at: <https://ccc.govt.nz/transport/works>.

3.4 Governance Advice

3.4.1 **Hui a Hapori Community Open Forum and Public Forum** – The Board received the following Hui a Hapori Community Open Forum presentations on 27 November 2023 and Public Forum presentations at its 11 December 2023 Meeting:

- Okuti Valley Track, Freedom Camping, Destination Management Plan and Council Potential Sale of Assets concerns of residents.
- Resident concerns about potential sale of assets by Council.
- Te Ūaka the Lyttelton Museum Update.
- Little River Wairewa Community Trust recent events and future plans.
- Okuti Valley Hall Committee recent repairs and maintenance.
- Fishing Boats and inshore fishing in Banks Peninsula.
- Akaroa Heritage Festival Society.
- Condition of Beach Road, Akaroa.
- Banks Peninsula Member of Parliament Introduction.

3.4.2 **Board Requests** – the Board made the following requests at its 27 November 2023 Briefing and 11 December 2023 Meeting:

- The Board agreed to request a process outline and timeline for the Steadfast Reserve ground lease to the Cass Bay Resident's Association.
- The Board agreed to request that the Better Off Funding summary sheet be added to the elected members' digital reference library.
- The Board agreed to request information on the Council's fund the assist with swimming lessons that was set up during 2023/24 Annual Plan.
- The Board requests staff advice on how the community could lobby for formal commercial fishing restrictions in the Bays surrounding the Banks Peninsula and how the Board could support such an initiative.
- The Board requests that staff work with the Akaroa Heritage Festival Society to explore options for long term funding for the FrenchFest.







3.4.3 **Board Briefings** – the Board received the following briefings during November 2023:

- Water Quality Issues and Actions, Environment Canterbury.
- Vertical Land Movement.
- Te Pā o Rākaihautū – Unsolicited Proposal Process.
- Site visit to Okuti Valley Hall.

4. Advice Provided to the Community Board Ngā Kupu Tohutohu ka hoatu ki te Poari Hapori

- 4.1 **Naming Sections of the Head-to-Head Walkway** – A memorandum in reply to the Board's 11 September 2023 meeting request: *The Board requests the Head to Head Walkway Working Party to investigate the possibility of naming track sections of the Head to Head Walkway. (Attachment C).*
- 4.2 **Customer Service Requests Report** - providing an overview of the number of Customer Service Requests that have been received, including the types of requests being received and a breakdown of how they are being reported from 1 November 2023 to 30 November 2023 is attached, (**Attachment D**) and from 1 December 2023 to 31 December 2023 (**Attachment E**).
[Snap Send Solve](#) is the smartphone app the Council offers to help make reporting issues easy, and it is still possible to [report issues online](#), by calling Council on 03 941 8999 or visiting one of the Council's [Service centres](#).
- 4.3 **Graffiti Report** – the Graffiti Snapshot Report for November 2023 is attached. (**Attachment F**).

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Banks Peninsula Discretionary Response Fund - January 2024	24/65037	95
B 	Banks Peninsula 2022-23 Strengthening Communities Fund End of Project Accountability Report	24/130487	96
C 	Memorandum- Naming Sections of the Head to Head Walkway - 15 January 2024	24/61956	106
D 	Customer Service Requests - November 2023	24/86902	108
E 	Customer Service Requests - December 2023	24/86903	109
F 	Graffiti Snapshot - November 2023	24/52757	110

Signatories Ngā Kaiwaitohu

Authors	Liz Beaven - Community Board Advisor Steffi Brightwell - Community Development Advisor Linda Burkes - Support Officer Jane Harrison - Community Development Advisor Natasha McDonnell - Banks Peninsula Governance Advisor Dane Moir - Community Development Advisor Andrea Wild - Community Development Advisor Trisha Ventom - Community Recreation Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula Matthew McLintock - Manager Community Governance Team John Filsell - Head of Community Support and Partnerships

Banks Peninsula Discretionary Response Fund 2023/24		Board Approval
BUDGET		
Available Budget DRF 23-24	52,930	
Unused DRF/YDF Funds Returned		
Total BUDGET	52,930	
ALLOCATIONS MADE:		
Discretionary Response Fund		
Summer With Your Neighbours - Board Project	3,000	7/08/2023
Community Service Awards - Board Projects	3,000	7/08/2023
ANZAC Wreaths & Grant - Board Project	1,000	7/08/2023
Lyttelton Community House Trust - Funding for a commercial oven	2,413	10/07/2023
Project Lyttelton Inc - Lyttelton Emergency Hub equipment and 1st Aid Training	3,486	11/12/2023
Little River Farmers Market - Insurance and Purchase of Amp	2,000	11/12/2023
Discretionary Response Fund Allocated	14,899	
Discretionary Response Funding Returned		
Lyttelton Community House Trust - Funding for a commercial oven rcvd 20/09/2023	- 2,413	
	- 2,413	
Youth Development Fund		
Izzy Hoult - Royal NZ Ballet National Mentor Programme 5-8 Oct 2023	150	30/09/2023
McKenzie Drage - Spirit of Adventure Development Voyage 13-23 Nov 2023	150	30/09/2023
Liam O'Donnell - NZ Team for Pacific Games 2023 - Honiara, Solomon Islands	200	30/09/2023
Julia Peden - She Shines on Dance Tour, April '24 - New York and Orlando	200	30/10/2023
Youth Development Fund Allocated	700	
TOTAL: Discretionary Response Fund Unallocated	39,744	
Pending Board Approval		
Te Ahu Pātiki Charitable Trust - Fire Risk Analysis Report	4,000	
Pending Board Approval Balance	\$ 4,000.00	
TOTAL: Discretionary Response Fund Remaining if Pending approved	35,744	

BANKS PENINSULA 2022/23 STRENGTHENING COMMUNITIES FUND - END OF PROJECT ACCOUNTABILITY REPORT

Over \$5,000

Group: Akaroa Community Arts Council	Project: Operational Costs	Amount Granted: \$5,500	Volunteer Hours: 836	Finances Sighted by Staff: ✓
<p>How Much Did You Do And How Well Did You Do It?</p> <p>Volunteer hours:</p> <ul style="list-style-type: none">Board meetings once a month x 2 hrs (approx..!) each x 10 members - 240 hrs48 individual workshop / exhibition days – approx. 2 hrs per workshop - 96 hrsRAWA - our inaugural readers & writer's weekend - HUGE extra hours – approx. 500 hrs <p>25 x workshop / exhibition events 48 x individual workshop / exhibition days.</p> <p>We had 2 or 3 cancellations due to bad weather. Our second exhibition of the year had to be cancelled because of member ill health.</p> <p>Our new RAWA weekend was a massive hit - also a massive amount of work - we will run this biennially.</p> <p>Overall, we continue to be rewarded with our member renewals, workshop participation uptake and happy, happy participants.</p> <p>Our tutor quality / experience continues to be high.</p>				
<p>Who Is Better Off Because of Your Work?</p> <p>Our participants are always better off as they are able to attend very high quality, subsidised art workshops and experiences.</p> <p>Our scholarship programme continues to build through our local schools which is great. There is still work to do here to build the partnerships with our schools.</p>				
<p>Organisation Comments</p> <p>I'd like to take this opportunity to thank the Strengthening Communities team wholeheartedly for their ongoing support and faith in ACAC to deliver our arts programme in Akaroa, ngā mihi nui. We very much appreciate it.</p>				
Group: Akaroa Heritage Festival Society Inc.	Project: Festival Manager	Amount Granted: \$7,500	Volunteer Hours: 7,120	Finances Sighted by Staff: ✓
<p>How Much Did You Do And How Well Did You Do It?</p> <p>Volunteer hours:</p> <p>Huge hours across the committee in 2023 - an estimate follows:</p> <ul style="list-style-type: none">committee members x 10 - monthly meetings x 2hrs x 12 meetings = 240 hrsweekly meetings x 1 hr x 8 meetings close to the festival = 80 hrssubcommittee meetings & practical work x 10 members x 10hrs per week each x 52 weeks = 5,200other volunteer helpers from the community - estimate 40 x helpers x 40hrs each = 1,600hrs <p>(please note that I have taken an average across the year - the mahi done in some weeks was huge)</p> <p>The funding toward the Festival Manager involved 600 hrs between 1.3.22 to aprox. 5.11.23.</p> <p>My work and experience of producing the festival absolutely supported the Akaroa Heritage Festival Society Incorporated (AHFSI) committee throughout the two-year production period of Akaroa French Festival.</p> <p>The festival was a resounding success, "The best fest ever" is common feedback, people loved it.</p>				
<p>Who Is Better Off Because of Your Work?</p> <p>Essentially Akaroa French Festival is a celebration of all things Akaroa. The committee has had lots of positive feedback from across the community. Local business enjoyed an enormous boost to their revenue over the three days Local school children who took part in 'Landings' - the play on the beach loved it and want to produce their own play now of 'James and the Giant Peach' - which we will help them with and very much look forward to.</p>				
<p>Organisation Comments</p> <p>On behalf of AHFSI we offer our sincerest thanks for the Boards continuing support and trust in us to produce the French Festival. We are already moving forward with plans for 2025 with expanded knowledge and skill base to power us forward. Tena koutou katoa.</p>				

Group: Akaroa Resource Collective Trust	Project: Social Service Provision on Banks Peninsula (Yr 3 of 3)	Amount Granted: \$25,000	Volunteer Hours: 100	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It? <p>Akaroa Resource Collective Trust works to strengthen community relationships. We have been key to establishing and supporting a round table gathering of community representatives. A group of this nature has not existed in Akaroa in recent years.</p> <p>We have explored and identified community needs and wants and ways to meet these needs. This included working with the community to retain the Service Centre as a community space.</p> <p>We coordinate and host a variety of services that would otherwise not be available in the local area. The funding makes it possible for this space to be available and for additional staff to support the coordination efforts. The services include: Counsellor, Ear Nurse, Cervical Screening, Smoking cessation, Second hand clothing and in the future Kingdom Budgeting services.</p> <p>We offer a walk-in hub that enables meeting of needs as they arise. The funding supported this being able to remain open.</p> <p>We coordinate St Johns First Aid training meaning that 30+ people in rural communities are First Aid trained each year.</p> <p>We facilitate community events that support community and family connection. They also support local artists and businesses. These include Christmas in the Park, Family Halloween Event and Roller Discos.</p>				
Who Is Better Off Because of Your Work? <p>The wider community and whanau of Akaroa and neighbouring areas.</p> <p>Predominantly rural community.</p> <p>Those facing hardship.</p> <p>Akaroa Resource Collective works with a variety of people not just one group.</p>				
Organisation Comments <p>Thanks very much!</p>				
Group: Diamond Harbour Youth and Community Trust	Project: Youth and Community Development Project	Amount Granted: \$9,000	Volunteer Hours: 1,026	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It? <p>Volunteer hours include volunteer board, volunteer youth worker, volunteer drivers, volunteer helpers for youth group, volunteer helpers for events.</p> <ul style="list-style-type: none">• Our youth programmes reached well over 100 children from ages 5-15 from Diamond Harbour and the surrounding areas.• At least one weekly term-time youth group held.• In term three we ran a youth group for years 7-10 with an average of 20 kids attending.• In term four, we changed the way we ran our youth groups in response to feedback from the participants and the local school. We began providing a youth group for a new age range, those in years 5 and 6. Additionally we split our year 7 and 8 youth group by gender, providing a girls youth group and a boys youth group. Our year 7-8 boys youth group was attended by an average of 10 boys; Our year 7-8 girls youth group was attended by an average of 3 girls; Our year 5-6 youth group was attended by an average of 18 children.• In the new year, the needs of our young people once again changed as many of them made the transition from the local primary school into Cashmere High School (over one hour away by school-bus). In response to this we once again rethought how to best provide youth groups to our rangatahi, once again merging the 7-8 youth groups back into a mixed gender group. Unfortunately, we could not get enough volunteers to continue the year 5-6 youth group in 2023.• Additionally, we began to truly engage with our year 9-11s about what they wanted to see in their community, and how we could provide youth services for them.• February 2023, we hosted a “Leadership Event” for year 9 to year 11’s attended by 11 young people. In response to their feedback, we have now started a year 9 and up youth group. This youth group is structured on an alternating schedule where one week they will go together into town to do an activity (such as bowling) where our youth leaders promote supportive and positive behaviour, and on the next week there is a casual drop in night either at our venue or at a park in Diamond Harbour where they are encouraged to bring mates and come and share food and play games.• In April, our youth worker resigned.• We hired a Trust manager late May, and a new youth worker in June. However, unfortunately this youth worker resigned in July. At this stage we have not yet hired a new youth worker, however our Trust Manager has agreed to run the youth group and other youth activities while we find a replacement. <p><u>Camps:</u></p> <ul style="list-style-type: none">• Youth camp at Omaka Scout Camp in April 2023 with 7 kids attending. <p><u>Holiday Activities:</u></p> <ul style="list-style-type: none">• On the 22nd of December we ran a Christmas-themed youth group sleepover for years 6 to 9. This was attended by 12 Rangatahi, and involved making a shared meal, dressing up in themed outfits, watching Christmas movies and spending time at a local beach.• Trip to laser tag on the 12th of January attended by 7 rangatahi.• "Mission 11000 steps" on the 3rd of July, a big 3-hour coastal walk in Diamond Harbour & playing indoor & outdoor games, sharing food & lots of laughter, attended by 10 young boys aged 11-14.				

- "Adventure Day" on the 7th of July, held at Living Springs, attended by 20 young people aged 8-15 years.

24-7 Youth Work:

Our 2022 Youth worker made a huge impact at our local school through her role as a 24-7 Youth worker, she built relationships with all the kids attending Diamond Harbour School, going along with school camps/ out of school events to support students. Our work in partnership with 24-7 youthwork also involves a breakfast club, one on one mentoring, sports activities, and group mentoring. Breakfast club is run two mornings a week from 8am until school starts with an average of 18 kids of all ages attending. Breakfast club has run in term time throughout the entirety of the funding period.

One on one mentoring is done with 5-10 students. Sports activities and group mentoring involves the whole school, approximately 90 students in total.

In 2022, our youth worker also organised a Transition Event, where she invited the 24-7 Youth Workers from Cashmere High School (our in-zone high school) to come and meet with Diamond Harbour year 8 students. Because the majority of the students at our school go to Cashmere High, this event helped give the year 8s an insight into Cashmere's school culture and the opportunities they will have once they are there. This event was done with the intention that it can be repeated annually for the benefit of all students who are transitioning from primary to high school.

Other:

From mid-July we began to run "Weekly Granny & Grandpa Hangouts" in partnership with Diamond Harbour School, helping to facilitate older individuals from our community coming into the school to help and to build intergenerational relationships.

Events:

Community Family Friendly Movie Night was run on the 20th of August; we provided fish and chips, and a family friendly movie, which was enjoyed by many local families and the wider community.

Our annual Christmas Event was run on the 17th of December, in partnership with Harbour House Church, and was attended by 80 individuals from families all around the Diamond Harbour area. Over 30 individuals volunteered to make this event a reality.

Matariki Family Event was run on the 14th of July, in partnership with Diamond Harbour Community Church, with food shared, games played and Matariki Celebrated together as a community.

Who Is Better Off Because of Your Work?

We have seen a massive impact as result of our work, with parents telling us that their young people now attend school more keenly because the youth worker is there. Some kids are also now more excited to go outside and engage in their local environment, going on walks, biking, sailing, tree planting etc.

Our new "Weekly Granny & Grandpa Hangouts" has taken off. The kids and teachers enjoy and appreciate added help with science projects, Matariki preparation and more.

Additionally, we are already seeing the impact of fostering intergenerational relationships, with the Friendship Club (our local retirement club) inviting our Trust manager to come and speak about the impact this is having.

Our community events also make an impact, bringing together our community, fostering a broader sense of belonging for those who might otherwise feel isolated and othered. It is always exciting to see the new faces at these events and see how our community can connect in new and meaningful ways.

Group: Lyttelton Community House Trust

Project: Wages and Operational Costs (Yr 3 of 3)

Amount Granted: \$25,000

Volunteer Hours: 6,000

Finances Sighted by Staff: ✓

How Much Did You Do And How Well Did You Do It?

Lyttelton Community House (LCH) is the only social services provider based in Lyttelton.

We deliver meals in Lyttelton and Diamond Harbour for people who are unable to cook - some people receive 5 meals per week; others are occasional users, maybe because of a temporary period of ill-health or surgery.

At Community House we provide company and conversation to help alleviate isolation.

Our social worker, staff, and volunteers work with a core group of vulnerable people who live in substandard shared homes, some are direct from prison, some may be suffering from addiction or have mental health issues. Most of this group drop-in most days; if they don't turn up, our social worker visits them to check on their safety and wellbeing.

Our drop-in centre has internet access, newspapers, and tea and coffee, free weekly community lunch, monthly morning teas.

We provide regular outings in our van to places like the Canterbury Museum and New Brighton Hot Pools.

We collaborate with Lyttelton Recreation Centre to use their facilities for our Youth Group. Most local children go to the same primary school in Lyttelton, and then split out into several different secondary schools in Christchurch. Bringing them together again in Youth Group helps ensure these connections and friendships are not lost. Our young people also have a need for activities that are close to where they live – the geographic isolation of Lyttelton to Christchurch, without access to transport, impacts on our young people enormously.

For the 2022-2023 financial year, our outputs included:

- 3,000 prepared and delivered meals/ food parcels

<ul style="list-style-type: none">• 2,100 participants in drop-in space• 2 experienced staff available• 48 community lunches organised• 960 lunches provided• 1,920 foodbank connections• 12 morning coffee sessions organised <p>The existence of our Community House in Lyttelton is critical to our service delivery. The house itself is a friendly centre for people to drop-in for a chat or meet for adult education, employment assistance, written and oral support, or care and social interaction. People with similar interests can form groups and those with high needs such as drug and alcohol issues or mental health issues can find help. Our services continue to provide vital care for elderly and vulnerable residents via delivered meals and regular contact; demand for our services in this sector is constant. We implement new services when a community need becomes apparent – by collaborating with Lyttelton Recreation Centre to run Youth Group, we are meeting a need for a sector we were not previously working with.</p> <p>Youth Group helps young people to retain connections with the friends they went to primary school with. It also provides opportunities to be involved in sport and physical activity in their own backyard, rather than being reliant on parents or public transport to get through the tunnel to participate in events in Christchurch.</p> <p>We also incorporate workshops to support the mental health and wellbeing of young people, as well as their physical health. We are committed to ensuring our service provision continues, LCH provides a vital contribution to the ongoing health and wellbeing of our local community. Sourcing funding to enable the continuation of our services is crucial for our organisation. Our services are provided free or for a small donation; this is necessary given the financial situation of many of our clients. We are very grateful for the funding we receive each year, that helps us to continue to work with the communities in the Lyttelton Harbour Basin.</p>				
Who Is Better Off Because of Your Work?				
<p>As the only social services provider based in Lyttelton we are a vital part of our community and have no doubt that our support helps our local aged population to live in their own homes and improves their quality of life.</p> <p>Community House drop-in provides a welcoming space, with tea and coffee, internet access, newspapers, books, and puzzles.</p> <p>Our experienced staff provide support and advocacy, to help meet each person’s individual needs, to help manage their lives, gain access appropriate Government services, and assist in job hunting, as well as company and conversation.</p> <p>Our staff are always looking for ways to make our clients feel valued and that they can contribute to their community.</p> <p>We have built up relationships with other service providers including our local health centre, police, local schools and churches, and Te Wheke Rapaki; we also have informal links with those who can point us to people who might need help.</p> <p>Our staff are very active in making our presence and services known within the community to ensure that those who need help have somewhere to turn. These relationships are key to ensuring that our services reach those most at need. Through listening to our community, volunteers, and clients we learn how to adjust or extend our services to further meet the needs in our community.</p> <p>LCH staff, volunteers, and board form the backbone of our trust. Our Board consists of long serving members who are passionate about Lyttelton and supporting its residents – they meet monthly to discuss the previous months work and plan for the month ahead and continually review the budget to find ways to reduce costs without compromising service. We have 30 volunteers, some over 65, who gain enjoyment and satisfaction from contributing to their community. Volunteers are essential for meal delivery; they also help on outings and in Community House.</p> <p>The role of Social Worker at Community House is vitally important to support our elderly, vulnerable, and disadvantage residents. We have employed a Registered Social Worker with a current practicing certificate and a long career of working in community services, across the social and health sector, working for Māori, Pacific, Ethnic and mainstream providers. We can already see the impact at Community House, our clients feel comfortable and at ease with her and she is committed to making a meaningful difference to people’s lives and wellbeing.</p>				
Organisation Comments				
Thank you for your support.				
Group: Project Lyttelton Incorporated	Project: Project Development and Co-ordination (Yr 3 of 3)	Amount Granted: \$18,000	Volunteer Hours: 10,000	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				
<p>We completed the following:</p> <ul style="list-style-type: none">• 52 Lyttelton Farmers Markets - one each week of the year come rain shine and SailGP• The Garage Sale was open for 144 days of the year for people to access used goods at reasonable prices as well as raising approx. \$11,000 for local community groups who ran the shop on a Saturday as a fund raiser.• Distributed 1,100 boxes of goods to other charities across Christchurch.• The Community Garden was open all year with 48 Wednesday working bees and shared lunches.• The Lyttelton Children’s Community Garden was founded and well supported by both Fulton Hogan and Lyttelton Port Company during its construction phase.• The Lyttel Sew and Sews met twice weekly for 40 weeks of the year mending and recycling unusable goods from the Garage Sale• The Community Emergency Resilience Hub started, and training and volunteers are now being progressed.• 40 Winchester provided a venue for a wide variety of community organizations and groups and has now taken over the Plunket toy library.				

<ul style="list-style-type: none">• The Fruit and Veg coop provided an affordable bag of fruit and veg for 40 weeks to approx. 30 families each week.• The Lift Library was available at the Info Centre all year round.• The community newsletter started and is now going out weekly providing information to people across Lyttelton and Christchurch about all the activities, groups and issues happening in the Harbour Basin <p>We have at all times remained positive and respectful of our community wanting to work with our community as we are part of our community.</p> <p>We are inclusive in our decision making and as with the Lyttel Sew and Sews listen and go with the energy of our community with this project started as an idea between three of our volunteers.</p> <p>Our Board is part of who we are and we have a very small tight knit team of paid staff supported and supporting a large volunteers base.</p>				
<p>Who Is Better Off Because of Your Work?</p> <p>Every day we hear about connection - how joining in or coming to an event or even shopping at the Garage Sale provides a connection for people to their community.</p> <p>We respond to the needs we can see - for example the Children's community garden was as a direct result of the many families with young children coming into the Community Garden looking for activities and connection with others. We now have a large inter-generational group of our community now volunteering in our community garden.</p> <p>We have families using the community gardens as well as 40 Winchester with their mum and babies and under 5's and now Toy Library activities, we have our older members also in the garden but also attending activities such as the Wisdom Keepers (a group for senior members of our community to talk about the things that they might not otherwise have the opportunity - death, money, health, isolation etc) and teens with programmes such as The Crystal Lights.</p> <p>All our community access the Garage Sale (op shop with economic everyday goods as well as a fundraiser for the smaller groups - Sea Scouts, Lyttelton Tug, Fire Bridge etc), Farmers Market (local fresh food) and Fruit and Veg coop (affordable food) and our community newsletter providing groups with an opportunity to get their activities out to a wider audience.</p>				
<p>Organisation Comments</p> <p>Thank you for your continued support of Project Lyttelton and the activities we undertake. It is greatly appreciated.</p>				
Group: The Little River Wairewa Community Trust	Project: Staff Wages and Banks Peninsula Walking Festival	Amount Granted: \$17,000	Volunteer Hours: 5,000+	Finances Sighted by Staff: ✓
<p>How Much Did You Do And How Well Did You Do It?</p> <p>We've actively fostered stronger community bonds through a series of organized events this year.</p> <p>These initiatives included a Senior Hui, the new Dog Exercise Area located beside the Little River Playground, providing support to the Little River First Responders, collaborating with other stakeholders including other local Trusts and Societies, and continuing with our annual Community Breakfast.</p> <p>These efforts have contributed to the overall well-being of our community, promoted increased communication among residents, established robust community connections, garnered valuable volunteer support, bridged generations by connecting our youth with the elderly, and nurtured a sense of community as a cohesive family. We've also encouraged the participation of various community groups in these endeavours.</p> <p>We hold regular monthly meetings which are open to the public, and these have opened new channels of communication with our community and other community groups.</p> <p>The Little River Wairewa Community Trust (LRWCT) Manager oversees and coordinates projects outlined in the Little River Big Ideas Plan, collaborating with both local and Banks Peninsula organizations, as well as relevant CCC staff. This role is instrumental in translating the ideas and aspirations of the community, into tangible benefits for both residents and visitors.</p> <p>In April, we welcomed a new manager to lead the team, and with the help of CCC staff, continued to work on projects, and new ideas, forging plans for the future.</p> <p>In June, we saw the end of the Dog Exercise Area trial and were given the green light for this space to continue being used as a Dog Exercise Area. This space is awaiting confirmation in the bylaws; however this space continues to be a positive space for our community, visitors, and their furry friends. As the first space of this kind on the Peninsula, we feel that the trial of this, and positive feedback, will have an ongoing positive effect on the Banks Peninsula community as other spaces are explored.</p> <p>We've also continued discussions around flooding and sediment mitigation measures for the Wairewa district with various organisations and will continue to pursue and research any and all options on behalf of our community. This is key to the future of our community as we see and feel the effects of climate change. The Trust represents the Little River community on the Little River Flooding Round Table group.</p> <p>While doing all of the above, we have begun work and planning with the CCC engineering and planning staff on the restoration of Coronation Library. This space will be a vital space for the psychosocial benefits of our community of the whole. Through the CCC we have been able to secure a space which will be easily accessible and usable by many groups, and visitors. This space will be key for large community events such as the A&P show, and Pumpkin Festival.</p> <p>To keep the community informed, we distribute a monthly "What's On" event calendar to over 300 residents, ensuring everyone stays up-to-date on local events and notices. Additionally, we regularly circulate a printed newsletter to all Little River area residents via their letterboxes (with several extras being dropped to key places such as the CCC Service Centre), detailing our achievements and soliciting input for future projects that the LRWCT can undertake.</p>				
<p>Who Is Better Off Because of Your Work?</p> <p>The LRWCT's administration is operating with efficiency and professionalism, with a continuous review and implementation of policies integrated into our day-to-day operations.</p>				

<p>We have actively engaged with numerous community groups and organizations, attentively listening to their visions and requests, all aimed at enhancing our community's cohesion and resilience. This impact can be seen when visiting the likes of the Dog Exercise Area where many locals and visitors socialise.</p> <p>Our commitment aligns with the "Little River Big Ideas" working party document and community engagement initiatives. Little River Big Ideas has been a long-standing guide for our Trust, and we are looking to begin the update to this document over the next 12 months to ensure that our plans align with the community's current needs.</p> <p>Additionally, our team of dedicated volunteers regularly conducts "wellness catchup" calls, particularly for those living alone.</p> <p>We've also extended support by providing transportation for essential needs such as pharmacy medication and supermarket click & collect orders. We also still supply RAT tests (supplied courtesy of Akaroa Pharmacy). This continues even now outside the Covid-19 pandemic.</p> <p>Our newsletter opens community news up to everyone in the area with mailbox drops, and the availability of additional newsletters at key locations. This has also meant feedback from visitors, and a lot of community engagement either by email, call, or face to face. The overall impact is very positive, and we aim to continue this work for as long as we can.</p>				
Organisation Comments				
We are hugely grateful for the continued support from the CCC staff, Community Board, and Council. Without their support, we couldn't continue the work we have been doing.				
Group: The Lyttelton Recreation Centre Trust	Project: Facility Manager Wages	Amount Granted: \$20,000	Volunteer Hours: 1,500	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				
<p>The Lyttelton Recreation Centre (LRC) is not just a sports centre, it is a local hub where a vast array of community and sports groups come together for support and connection.</p> <p>Some of the local community groups who utilise the facility include:</p> <ul style="list-style-type: none">• Mother4Mother Breastfeeding Support• WEA Meditation• Te Reo Maori Classes• Community Events• Taurite Tū Exercise programme <p>Sports groups offering alternative ways of participating in physical activity include:</p> <ul style="list-style-type: none">• Strength and Balance• Bujikan Martial Arts• Jikyo Jitsu• WEA Thai Chi• Old Boys Indoor Football• Squash• Lyttel Tumblers• Men’s Indoor Football• Bosman Ballet Flow• Christchurch Yoga• Dance Fitness Christchurch• Harbour Yoga• Catchball• Youth Group <p>The vast majority of people who visit the LRC are not members; in most cases they are affiliated with a group or class, the Leader/Tutor of that class being who we create a membership for.</p> <p>Our outputs for the 2021 - 2022 year included:</p> <ul style="list-style-type: none">• 18 private events• 3,300 Play2Play bookings• 52 group or club activities• 144 community sports activities• 359 courses or classes				

<p>The LRC meets many needs in our local community; we are not just a sports centre; we provide a space for residents and community groups to come together to share and support each other and promote a sense of community wellbeing. We encourage local community groups to use our facility; the more we can encourage our community to come together and participate, the greater the sense of wellbeing belonging there is within the community.</p> <p>We have a wide range of groups utilising our facility, and they support the local community in their own unique way, including Youth Group and Te Reo classes. Groups providing physical activities that cater for all ages and abilities also use the LRC facility. These offer alternative ways for our community to participate in sports, for those who may not otherwise participate, including yoga, dance classes and martial arts. Groups like Strength and Balance, assist older adults and those with mobility conditions gain a greater sense of mobility, improved confidence, and much needed social interaction.</p>
<p>Who Is Better Off Because of Your Work?</p> <p>Supporting a small community like Lyttelton is important in building a sense of community and encouraging physical and mental wellbeing.</p> <p>Participants who attend a specific group can see the vast array of other groups and sports they could attend; this participation can help to support and encourage them.</p> <p>The Youth Group encourages young people to “have a go” and can be an important steppingstone to encouraging a lifetime of healthy activity and community involvement.</p> <p>We encourage participation in sport, recreation, and physical activity for people of all ages, genders, and abilities. Participation in physical activity increases the health and wellbeing of individuals, and the community – healthy people help to create healthy communities.</p> <p>We encourage a wide range of community groups to use our facility, to provide support, encouragement and health and wellbeing for our local community; this helps to grow the sense of community and belonging in our small town.</p> <p>We will continue to work with Lyttelton Community House to support Youth Group for young people in Lyttelton. Most local children attend Lyttelton Primary School and are then split up between different High Schools. Youth Group provides a means of maintaining those connections, and helps our young people build their sense of belonging to our community.</p>
<p>Organisation Comments</p> <p>Thank you for helping us to support our community.</p>

\$5,000 and Under

Group: Akaroa Resource Collective Trust	Project: ANZAC Services Akaroa, Little River	Amount Granted: \$3,000	Volunteer Hours: 0	Finances Sighted by Staff: ✓
<p>Project Summary</p> <p>This funding went towards the ANZAC Day services. 30 hours in April 2023.</p> <p>Both events were well attended including Army attendance.</p> <p>The funding went to the printing of sheets and posters, catered morning teas at both Little River and Akaroa, the provision of a Bag Piper and Sound Person for Akaroa, Traffic Management for Akaroa, and additional administration costs.</p> <p>It was determined that a traffic management plan was no longer required for the Little River event.</p> <p>In future, additional food budget would be valuable and a more effect PA speaker for Little River.</p>				
Group: Community Watch City to Sumner Incorporated	Project: Community Patrol (Split BP 40% / LCH 60%)	Amount Granted: \$560	Volunteer Hours: 3,500	Finances Sighted by Staff: ✓
<p>Project Summary</p> <p>Community Watch City to Sumner (CWCS) patrols in eastern suburbs of Christchurch and within the Lyttelton Harbour communities to Diamond Harbour.</p> <p>Our patrollers are out most weekdays.</p> <p>We liaise with the police regularly who ask us to patrol certain areas. It is noticeable that crime is down in these areas.</p> <p>We have noticed that graffiti is down in the areas we patrol (we use Snap, Send, Solve, and report to CCC)</p> <p>We have provided opportunities for our volunteer patrollers to meet, be acknowledged for their contribution and hear about trends, over food - thus providing a forum for sharing stories, members supporting each other, increasing knowledge, and encouraging new members.</p>				

<p>Wider outcomes of the project are to make for a safer community by:</p> <ul style="list-style-type: none">Volunteers get to know each-other, find support in sharing information with others who they may not have the opportunity otherwise to meet.Volunteers benefit from information provided by the Police.Service is acknowledged and shown to be valued. <p>Patrolling:</p> <ul style="list-style-type: none">Visibility of the patrols dissuades unsociable/illegal activity, and the reporting of incidents by the patrols to the police helps to keep our neighbourhoods safer. <p>My personal hours volunteered = approx. 500-750hrs.</p>				
Group: Diamond Harbour School	Project: Basketball Courts Upgrade	Amount Granted: \$4,000	Volunteer Hours:	Finances Sighted by Staff: ✓
<p>Project Summary</p> <p>Volunteer hours - I can only speak on my hours and how much time I volunteered but I am only one person in a much bigger team. I liaised back and forward with the council on different things they required to get the forms filled out. It was a number of weeks. But the fundraising to get the courts done had been at least 6 months probably more. The Diamond Harbour educational trust has done the majority of the work.</p> <p>I only did the behind-the-scenes work on contacting people and filling out the forms for fundraising but there have been a lot of other people organising getting lines repainted and the courts redone. Many hours were put in at school with school-based fundraisers like sausage sizzles and bake sales. They did that for at least 6 months prior to getting the council funding.</p> <p>I did well with some fundraising but missed out on the other bigger ones like the Rata Foundation. But all fundraising is great.</p> <p>The school and community are hugely better off. We now have a functioning basketball court with two new adjustable basketball hoops. Since the instalment, we have had a huge amount of interest in basketball and we have entered 3 teams in mini-ball tournaments at Pioneer, we have also entered a girls' team in local tournaments.</p> <p>The school and community are very grateful.</p>				
Group: Kaituna Golf Club	Project: Volunteer expenses - Power and Maintenance	Amount Granted: \$4,000	Volunteer Hours:	Finances Sighted by Staff: ✓
<p>Project Summary</p> <p>The Kaituna Golf Club is run entirely on a voluntary basis by input from its 60-70 members.</p> <p>We are also open 7 days per week for green fee players which provide an additional income.</p> <p>An honorarium is paid to one green keeper to cover travel expenses and equipment hire etc. He spends 2-3 days per week mowing fairways and green keeping.</p> <p>Power charges are incurred for running of the irrigation system and the club house. These were the 2 items we requested assistance for from the grant, honorarium, and power.</p> <p>The course is now irrigated during the summer and dry periods which is important to maintain the golf course as we are on very free draining soil, and it can dry out in summer. The green keeper has been able to maintain the golf course to a high standard and we are able to continue to pay him a small honorarium for this. Other volunteers also assist during the high growth season. We have an active committee of 12 people who monitor and assist with the general running of the course.</p> <p>Over the past 6 months we have upgraded the irrigation system, changed, and re-rated the course. This has been a huge accomplishment from all voluntary members. Assistance to paying electricity to run the irrigation and assistance to paying our green keeper an honorarium has made this task possible and easier.</p> <p>With assistance from the Strengthening Communities Fund grant we have been able to pay for 1/2 of the electricity and honorarium payments. This has helped our club to keep costs down and in return keep our membership affordable for those who would otherwise not be able to play golf.</p> <p>Kaituna Golf Course provides a community service to assist with a sense of belonging, increasing fitness and general wellbeing of people who are able to play golf.</p> <p>We are also increasing our junior membership which has been another asset to the community.</p>				
Group: Little River Craft Station Incorporated	Project: Little River Information Station	Amount Granted: \$4,000	Volunteer Hours: 136	Finances Sighted by Staff: ✓
<p>Project Summary</p> <p>Over the tourist summer and public holiday season 3 volunteers work 34 days (4-4.5hr shifts), i.e. days of cruise ships over the summer period and public holidays/Saturday & Sunday shifts over the busy times. They engage with visitors, giving out maps and information on tourist destinations, walks and accommodation in the Little River and Peninsula area.</p>				

Funds contributed towards maintaining and updating the website. Visitors from NZ and overseas benefit from the work we do.				
Group: Little River Support Group	Project: Little River Swimming Pool (Yr 2 of 2)	Amount Granted: \$2,611	Volunteer Hours: 50	Finances Sighted by Staff: ✓
Project Summary Volunteer hours - 50 From November through to March, someone was employed to monitor Little River community pool by cleaning and daily chlorine checks morning and night. We were very satisfied by the work done and a great season of swimming was had by all. The children got to spend a good amount of time in the pool learning how to swim and increasing their water confidence in the pool. It was also open to the public and was very well utilised by the wider community. Thank-you for your support.				
Group: Royal New Zealand Plunket Trust	Project: Lyttel Tumblers (Yr 2 of 2)	Amount Granted: \$1,000	Volunteer Hours: 200	Finances Sighted by Staff: ✓
Project Summary Volunteer hours - We have had a paid staff member running Lyttel Tumblers but a volunteer helps with pack up and set down. Across the year there would be at least 200 hours of volunteer time. The Lyttel Tumblers programme was scheduled to be held every Thursday from 9:30 am to 11:30 am at the Lyttelton Recreation Centre, during term time. From July 2022 to March 2023 we have had over 450 caregivers and children ages 0 – 5 attended Lyttel Tumblers. A skilled tutor runs the programme and is assisted by volunteer parents who help set-up and put away equipment. The activities are based on fundamental skills designed to build confidence and offer a child - centred approach that provides movement experiences which children can explore and discover for themselves. The experiences gained by young children increases the understanding of movement and help develop competence and confidence in a broad spectrum of fundamental movement skills. The focus is on play as this is important for learning. This programme started in August of 2016 as a need in the community and has become a popular activity for the greater Lyttelton community. Lyttel Tumblers gives the community an opportunity to do something local, let children discover valuable skills both physical and social, and allows parents to meet and make new friends. Since COVID we have noticed an increase in parents coming back to Community Services that Plunket facilitates in the community- which really demonstrates the need for such interactions in our communities.				
Group: Te Mata Hapuku Community Hall	Project: Community Hall Activities	Amount Granted: \$2,000	Volunteer Hours: 300	Finances Sighted by Staff: ✓
Project Summary The Hall committee runs 4 large community events per year. Committee members support community lead events and projects, committee members are heavily involved in fund raising activities. Our events are very successful and popular with the community. The Hall is being used now by many members of our community and supported by committee members. Significant money and resources have been achieved through fund raising activities. The Hall is now being used by not only many members of the community with events for all ages, including talks on a range of topics, fitness and recreation groups, community lunches, fund raising events, the Sea Week event, Easter and Christmas celebrations etc., but also by diverse groups and individuals such as the very popular Steampunk events attended by people from the wider Canterbury region and beyond. It has also been used for community consultations by Council and ECAN on a range of issues and other community meetings e.g. organising the Art on the Fence project. We have a number of people living very isolated lives in Birdlings Flat and it has been extremely gratifying to see such people becoming involved in the community and its activities.				
Group: The Lyttelton Information and Resource Centre Trust	Project: The Lyttelton Harbour Review	Amount Granted: \$5,000	Volunteer Hours: 3,300	Finances Sighted by Staff: ✓
Project Summary The Lyttelton Information & Resource Centre Trust (LIRC) provides information, support, and an opportunity to connect to locals and visitors. The information centre is open on 363 days a year offering information and help to members of the local community and those from further afield. We continue to modify the service we offer, to meet the changing requirements of our local community – this past year has seen a lot of focus on Sail GP in Lyttelton Harbour, the return of cruise ships to Lyttelton, and the Ice Festival. The LIFT library now operates from LIRC – it includes books on strengthening community, sustainability, food and gardening, caring for the environment, climate change, economics and politics, health (mind and body), and books for young readers and learners.				

The central focus of our work is connection; at a basic level, we connect people with the information they need about events, activities, and services in Whakaraupō/ Lyttelton.

Our volunteers provide recommendations that support local business which in turn employ local people from the community.

There is a large range of printed information on display at the centre as well as on the website. We have over 1,000 followers on Facebook, and often nearly 2,000 people read our posts, that give a sense of purpose and social cohesion to a wide range of people. We produce the Lyttelton Harbour Review which helps keep our community connected and informed and gives local organisations the opportunity to showcase events and services and allows for important local issue information to be shared or celebrated. The Review is seen by over 900 people online, and there are 250 printed copies distributed around town.

At its core, every community functions better by building up firm connections between residents. This is one of the main functions of LIRC, Mana Whenua, to build connections, so our community feels more supported, and residents feel a greater sense of belonging. People living in more remote areas can often feel a sense of isolation and loneliness; we do all that we can to keep them informed, to keep them feeling connected to and involved in their community. The Lyttelton community is an eclectic mix of port workers, retirees, unemployed, young families, artists, and older people.

LIRC is the place to come for information about Lyttelton, including events, services, and opportunities to explore. We consider all new projects and events that are proposed for Lyttelton to understand and evaluate the benefits and impacts for the community.

We are an important presence on Saturday mornings for the very popular Lyttelton Farmers Market, that sees an influx of visitors and locals every week.

With the return of cruise ships into Lyttelton Harbour, we play a pivotal role to ensure cruise ships passengers get the information and services they require. Our online presence enables visitors to the area to pre-plan their trip and new residents to learn more about their new community.

Our services help build friendships and connect people to their community - we inform and connect the people of Purau, Diamond Harbour, Church Bay, Charteris Bay, Governors Bay, Rapaki, Cass Bay, Corsair Bay and Lyttelton. People living in more remote areas often feel a sense of isolation and loneliness; we keep them informed, to keep them feeling connected and involved.

3,000 people in Lyttelton and nearly 6,000 around the harbour basin benefit from the information we provide, and the events and improvements we pursue on behalf of the community. Our central focus is connection – we connect people with information about events, activities and services and providing opportunities for people to connect and contribute to their community via volunteering. We provide a space for exhibitions, and space for groups to meet where people connect, work together to improve their local area, and build resilient communities.

The Lyttelton Harbour Review includes articles and columns direct from the many threads that make up the beautiful tapestry that is the Lyttelton Harbour area. The publication is available online, and in hard copy distributed locally, including at Lyttelton Library, Leslie’s Bookshop, Health Centre, Lyttelton Community House, and LIRC.

Thank you for helping us to support our community, and visitors to our area.

Memos



Memo

Date: 30 January 2024
From: Kim Swarbrick – Parks and Recreation Planner
To: Te Pātaka o Rākaihautū Banks Peninsula Community Board
Cc: Nick Singleton
Reference: 23/1706589

Head to Head Walkway - request to name track sections after individuals

1. Purpose of this Memo Te take o tēnei Pānui

- 1.1 The purpose of this memo is to provide information about naming sections of the Head to Head Walkway as requested by Te Pātaka o Rākaihautū Banks Peninsula Community Board.
- 1.2 The information in this memo is not confidential and can be made public.

2. Origin

- 2.1 At Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting on 11/09/2023
 - 2.1.1 *The Board discussed a community request to name sections of the Head to Head Walkway after individuals.*
 - 2.1.2 *The Board agreed to request the Head to Head Walkway Working Group to investigate the possibility of naming track sections of the Head to Head Walkway.*

3. Update Te take o tēnei Pānui

- 3.1 The subsequent Head to Head Walkway Working Party meeting was held on 7 December 2023.
- 3.2 Discussion by staff and working party members concluded that naming sections of the Head to Head Walkway after individuals is not supported due to the following reasons.
 - 3.2.1 The Head to Head Walkway already has a name which is the Head to Head Walkway. This name has already been chosen as it reflects the location of the walkway and is easily recognisable for what it is.
 - 3.2.2 Having a consistent name throughout the length of the route is important for ease of wayfinding. Having that name repeatedly changing would be confusing for people attempting to walk the full length of the route.
 - 3.2.3 The Council's new [Naming Policy](#) does not support the change of names unless outstanding circumstances are warranted.
 - 3.2.4 The names of living people are not able to be used due to the ability of good reputation to still be marred by a person's actions or subsequent disrepute.
 - 3.2.5 Many of the track sections included within the Head to Head Walkway route are existing tracks that already have a well-established name in their own right.

Memos



- 3.2.6 Marketing brochures for Council walkways and an extensive network of signage with the current name has already been installed around the harbour. There would be a cost incurred to change the name. However, no improvements to level of service are achieved by changing the name of various sections of walkway.

4. Conclusion Whakakapinga

- 4.1 Naming sections of the Head to Head Walkway after individuals does not align with the Council's Naming Policy and is not supported by the Head to Head Walkway Working Party. Therefore, Parks Unit staff recommend against naming sections of the walkway after individuals.

Attachments Ngā Tāpirihanga

There are no attachments to this memo.

Signatories Ngā Kaiwaitohu

Author	Kim Swarbrick - Parks & Recreation Planner
Approved By	Kelly Hansen - Manager Parks Planning & Asset Management Kay Holder - Manager Regional Parks Rupert Bool - Acting Head of Parks

Ticket Report

01 11 2023 - 30 11 2023

Filter by Ward

Banks Peninsula

Filter by month

2023 (Year) + November (Month)

Tickets Reported in November 2023

563

Reported Tickets last month

Status as of Report Date

Pending - Programmed ...

6

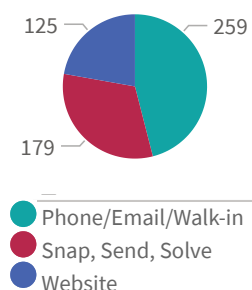
Open

233

Closed/Resolved

324

Channels



Currently Open Tickets

233

Open Tickets*

15

avg open ticket age (days)

66

Escalated tickets*

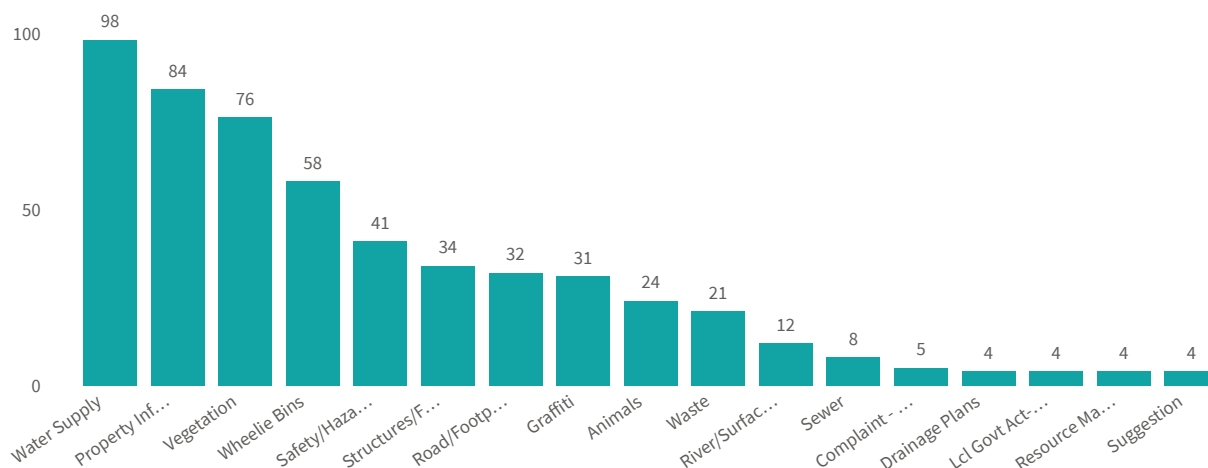
1285

Total Currently Open Tickets

*Open as of report date, reported during filtered period

Top 15 Incident Categories

● Banks Peninsula



Top 10 Object Categories

# Tickets	ObjectCategory
60	Water Leak
36	Damaged Bin
33	Residential Property Files
31	Graffiti
30	Garden/Landscaped Area
30	Residential LIM
29	Water Supply
25	Trees
21	Grass
20	Building Maintenance

Report date:

04 Dec 2023

Christchurch
City Council

Item 13

Attachment D

Ticket Report

01 12 2023 - 31 12 2023

Filter by Ward

Banks Peninsula

Filter by month

2023 (Year) + December (Month)

Tickets Reported in December 2023

512

Reported Tickets last month

Status as of Report Date

Pending - Programmed ...

13

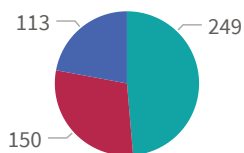
Open

166

Closed/Resolved

333

Channels



Phone/Email/Walk-in
Snap, Send, Solve
Website

Currently Open Tickets

166

Open Tickets*

21

avg open ticket age (days)

79

Escalated tickets*

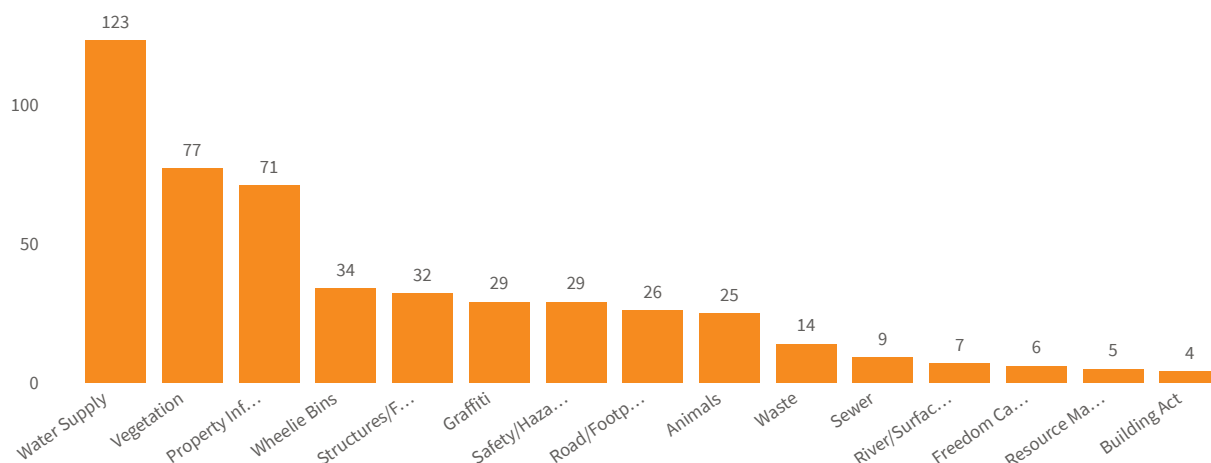
1294

Total Currently Open Tickets

*Open as of report date, reported during filtered period

Top 15 Incident Categories

Banks Peninsula



Top 10 Object Categories

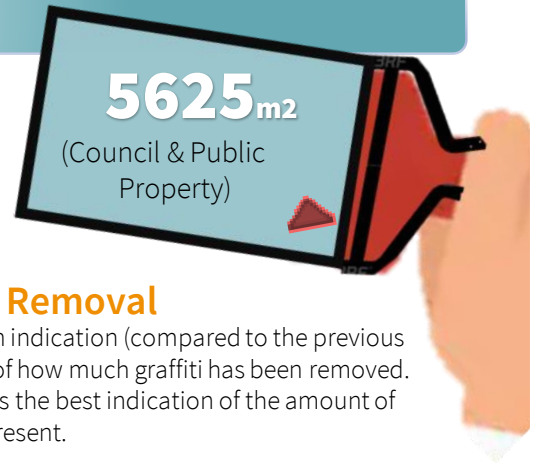
# Tickets	ObjectCategory
73	Water Leak
29	Graffiti
29	Residential LIM
29	Trees
28	Residential Property Files
28	Water Supply
27	Garden/Landscaped Area
21	Grass
19	Building Maintenance
15	Damaged Bin

Report date:
08 Jan 2024

Christchurch
City Council

GRAFFITI SNAPSHOT November 2023

Ward & Suburb Insights



Ward Reporting

This is an indication (compared to the previous month) of how active our citizens are. Several people may report the same “tag” so this is not the best way to determine the amount of graffiti present.

Ward	# of Tickets - Latest Month	# of Tickets - Previous Month	% Monthly Change	# of Tickets
Central	995	1,482	-33%	995
Heathcote	297	167	78%	297
Linwood	256	178	44%	256
Spreydon	148	118	25%	148
Riccarton	131	137	-4%	131
Coastal	130	264	-51%	130
Papanui	97	79	23%	97
Innes	95	93	2%	95
Fendalton	85	56	52%	85
Burwood	84	212	-60%	84
Cashmere	70	43	63%	70
Harewood	40	37	8%	40
Hornby	33	53	-38%	33
Halswell	32	18	78%	32
Banks Peninsula	31	26	19%	31
Waimairi	7	14	-50%	7
Unknown	1	8	-88%	1
Total	2,532	2,985	-15%	2,532

Ward Removal

This is an indication (compared to the previous month) of how much graffiti has been removed. This gives the best indication of the amount of graffiti present.

Ward	Cleaned Graffiti Square Metres	Cleaned Graffiti previous month - mtrs2
Banks Peninsula	106	105
Burwood	65	195
Cashmere	113	25
Central	1,707	2,062
Coastal	291	398
Fendalton	70	125
Halswell	23	65
Harewood	57	94
Heathcote	1,229	1,657
Hornby	196	179
Innes	173	96
Linwood	790	759
Papanui	98	82
Riccarton	281	238
Spreydon	408	377
Waimairi	14	16
Total	5,618	6,469

Reporting Hot Spots

Streets/Locations with the most reported graffiti

Street	# of Tickets - Latest Month	# of Tickets - Previous Month
Victoria Square	25	12
Colombo Street	19	25
Avon Riverbank Central City	18	14
Ferry Road	17	14
Worcester Street	15	15
Margaret Mahy Family Playground	13	13
Worcester Street, Montreal to Cambridge	13	5
Armagh Street	12	11
Christchurch Southern Motorway, Christchurch Southern to Christchurch Southern	12	3
Gloucester Street	12	15
Woodham Road	11	
Cashel Street	10	26
Cathedral Square	10	9
Cathedral Square, Worcester to Colombo	10	16
Hagley Park South	10	9
St Asaph Street	10	19
St Asaph Street, Fitzgerald to Phillips	10	2
Washington Way Reserve	10	2
Hereford Street	9	8
Oxford Terrace	9	8
Papanui Road	9	
Rauora Park	9	13

Removal Hot Spots

Locations with the most graffiti removed (m2)

Street	Cleaned Graffiti Square Metres
Connal Reserve	295
Tuam Street, Mata to Manchester	284
Washington Way Reserve	248
Mandeville Reserve	200
Marylands Reserve	162
Waterloo Reserve No. 2	144
Connal Reserve, near the corner of Ferry Road and Heathcote Street, Woolston	115
Avon Park	114
Colombo Street, Carlyle to Moorhouse	114
Brougham Street, Waltham to Wilsons	110
Lismore Street \ Falsgrave Street, Waltham	100
Marylands Reserve, Middleton	90
Jollie Street, Rasen to Nalder	86
Christchurch Southern Motorway, Christchurch Southern to Christchurch Southern	83
Carlyle Street, Colombo to Buchan	80
Kilmore Street, Durham to Colombo	80
Moorhouse Avenue \ Colombo Street, Sydenham	78
Carlyle Street \ Colombo Street, Sydenham	73
Cathedral Square, Worcester to Colombo	70
Corsair Bay Reserve	69
Colombo Street, Hunter to Ashgrove	67
Castletown Place, End to Bower	66
Bath Street \ Colombo Street, Central City	66
Washington Way Reserve, Sydenham	52

GRAFFITI SNAPSHOT November 2023

Further Insights

Reporting Activity

Reporter Type	202310	202311	Total
Individual Volunteer	1,513	1,321	2,834
Non Volunteer	749	585	1,334
Friend Volunteer	412	409	821
Group Volunteer	300	200	500
Total	2,974	2,515	5,489

% of Reports made by Volunteers

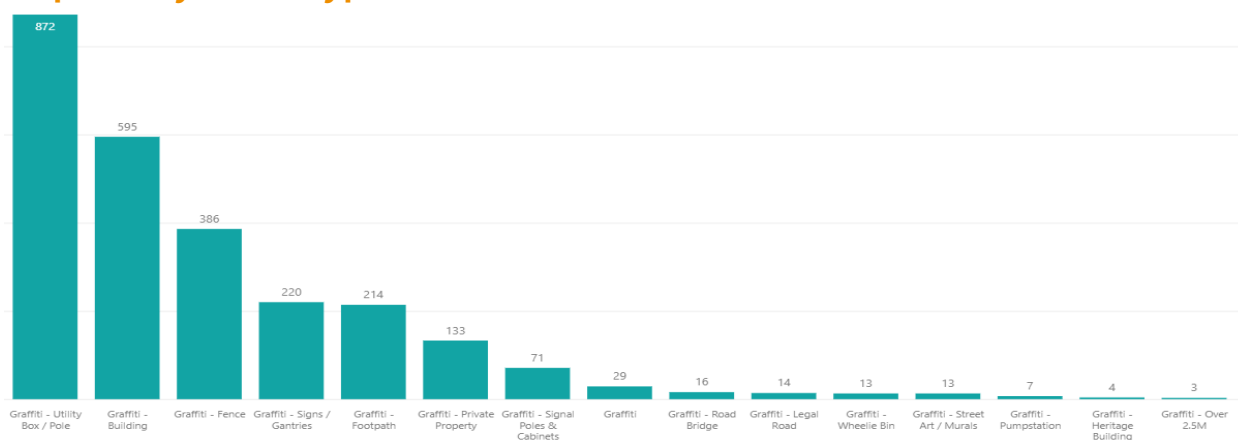


Monthly Draw Winner: Matthew

Top 5 Volunteer Reporters

Graeme (558)
Peter
Anne
Marie-Therese
Tony

Reports by Asset Type



With the Police

Identified taggers/tags	Forwarded to Police	Outcome
2	2	Tagger referred to Police Youth Aid

Latest Murals



Chorus cabinet
Artist: Rodrigo Rozas
Location: 800 McLeans Island Road



Chorus cabinet
Artist: Kate Parsons
Location: 10 Joe Burns Place

14. Elected Members' Information Exchange Te Whakawhiti Whakaaro o Te Kāhui Amorangi

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.

Karakia Whakamutunga

Unuhia, unuhia Unuhia ki te uru tapu nui Kia wātea, kia māmā, te ngākau, Te tinana te wairua i te ara takatā Koia rā e Rongo, whakairia ake ki runga Kia tina! TINA! Hui e! TĀIKI E!	<i>Draw on, draw on, Draw on the supreme sacredness To clear, to free the heart, the body and the spirit of mankind Rongo, suspended high above us (i.e. in 'heaven') Draw together! Affirm!</i>
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