Te Pātaka o Rākaihautū
Banks Peninsula Community Board
AGENDA

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

Date: Monday 18 February 2019
Time: 10am
Venue: Little River Service Centre,
        4238 Christchurch-Akaroa Road, Little River

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

11 February 2019
Joan Blatchford
Manager Community Governance, Banks Peninsula/Lyttelton
941 5643
joan.blatchford@ccc.govt.nz

Penelope Goldstone
Manager Community Governance, Banks Peninsula/Akaroa
941 5689
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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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Strategic Framework

The Council’s Vision – Christchurch is a city of opportunity for all.
Open to new ideas, new people and new ways of doing things – a city where anything is possible.

Whiria ngā whenu o ngā papa
Honoa ki te maua tāukiuki
Bind together the strands of each mat
And join together with the seams of respect
and reciprocity.
The partnership with Papatipu Rūnanga reflects mutual understanding and respect,
and a goal of improving the economic,
cultural, environmental and social
wellbeing for all.

Overarching Principle
Partnership – Our people are our taonga
– to be treasured and encouraged. By working
together we can create
a city that uses their
skill and talent, where
we can all participate,
and be valued.

Supporting Principles
Accountability
Affordability
Agility
Equity
Innovation

Community Outcomes
What we want to achieve together as our city evolves

Strong communities
Strong sense of community
Active participation in civic life
Safe and healthy communities
Celebration of our identity through arts, culture, heritage and sport
Valuing the voices of children and young people

Liveable city
Vibrant and thriving central city, suburban and rural centres
A well connected and accessible city
Sufficient supply of, and access to, a range of housing
21st century garden city we are proud to live in

Healthy environment
Healthy waterways
High quality drinking water
Unique landscapes and indigenous biodiversity are valued
Sustainable use of resources

Prosperous economy
Great place for people, business and investment
An inclusive, equitable economy with broad-based prosperity for all
A productive, adaptive and resilient economic base
Modern and robust city infrastructure and community facilities

Strategic Priorities
Our focus for improvement over the next three years and beyond

Enabling active citizenship and connected communities
Maximising opportunities to develop a vibrant, prosperous and sustainable 21st century city
Climate change leadership
Informed and proactive approaches to natural hazard risks
Increasing active, public and shared transport opportunities and use
Safe and sustainable water supply and improved waterways
Part A  Matters Requiring a Council Decision
Part B  Reports for Information
Part C  Decisions Under Delegation

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Karakia Whakamutunga
Mihi/Karaka Timatanga

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

2. Declarations of Interest
   Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

3. Confirmation of Previous Minutes
   That the minutes of the Te Pātaka o Rākaihautū/Banks Peninsula Community Board meeting held on Monday, 4 February 2019 be confirmed (refer page 5).

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

5. Deputations by Appointment
   Deputations may be heard on a matter or matters covered by a report on this agenda and approved by the Chairperson.
   There were no deputations by appointment at the time the agenda was prepared.

6. Presentation of Petitions
   There were no petitions received at the time the agenda was prepared.
OPEN MINUTES

Date: Monday 4 February 2019
Time: 10am
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

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

4 February 2019

Joan Blatchford
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The agenda was dealt with in the following order.

**Mihi/Karikia Timatanga:** Tyrone Fields

1. **Apologies**
   - Part C
   - Community Board Decision
     
     There were no apologies received for this meeting.

2. **Declarations of Interest**
   - Part B
   - John McLister declared an interest in Item 9 – Lyttelton Seafarers Welfare.

3. **Confirmation of Previous Minutes**
   - Part C
   - Community Board Resolved BKCB/2019/00001
     
     **Community Board Decision**

     That the minutes of the Te Pātaka o Rākaihautū/Banks Peninsula Community Board meeting held on Monday, 17 December 2018 be confirmed.

     Tyrone Fields/Jed O'Donoghue

     **Carried**

4. **Public Forum**
   - Part B
   - **Corsair Bay Maintenance – Diana Harrison**
     
     Diana Harrison spoke regarding parks maintenance issues in Corsair Bay. She noted that rubbish is a concern around the bay especially broken glass left behind by groups of people drinking in the area. Ms Harrison tabled photographs she had taken which showed the area in a poorly maintained state. She asked that the Council be made aware of the problems and that a maintenance plan be implemented for the Lyttelton West area.

     **Board Comment**

     The Board noted that Ms Harrison had previously attended Board meetings to raise the same issues and that the lack of maintenance in parks appeared to be an ongoing problem in Corsair Bay.
Part B

That the Banks Peninsula Community Board:

1. Refer the issues raised about the ongoing lack of maintenance in Corsair Bay, to staff for investigation and report back to the Board outlining what can be done to address these issues.
2. Ask Parks staff to provide a briefing on the current maintenance for Corsair Bay.
3. Seek clarification on the policy around consuming alcohol in the Corsair Bay area, and information on whether an alcohol ban can be introduced.
4. Thank Ms Harrison for her presentation.

4.2 Dark Star Café – Richard Suggate

Richard Suggate, resident of Diamond Harbour, spoke to the Board in support of retaining the Dark Star Café in Diamond Harbour. He said the community wants to see a permanent long-term café on the Godley House site and he asked that the Board/Council expedite the review which will cover the future use of the site.

Part B

That the Banks Peninsula Community Board:

1. Thanks Richard Suggate for his presentation.

5. Deputations by Appointment

Part B

There were no deputations by appointment.

6. Presentation of Petitions

Part B

6.1 Martin Richardson presented a petition regarding the lease for the Dark Star Café. The prayer of the petition states:

Sadly we’ve made a family decision to stop trading as Dark Star Café and bar in March 2019. This petition seeks your support to demand that the Christchurch City Council allow the café building lease to remain in place, until such time as new services are built on the Godley House site, so that new owners can continue to serve the community, visitors & tourist after we finish.

The February 2011 earthquake destroyed Godley House, and the café and bar building was built to provide a temporary business for the Godley House tenants who operated a restaurant, function centre, accommodation and take-away services. This also ensured that the community, and the large number of seasonal visitors, retained a number of food service alternatives to choose from until such time as a replacement venue was built on the Godley House site. Despite the considerable efforts of the local community and the Community Association, there are no immediate Council plans for any new building, and our community still suffers from a lack of hospitality services to offer locals and visitors.

During the summer season there is insufficient hospitality capacity in Diamond Harbour to cater for all the visitors, and removing the café and bar building will almost certainly
detrimentally affect the quality of visitor experience, and also remove a social venue that is highly valued by locals year-round.

While there are still two years remaining on the temporary building lease, the Council proposes to cancel the lease in March and remove the café and bar from our community.

Please help us stop this needless loss and sign our petition.

Many thanks, Donna, Martin & Family

Board Comment
The Board noted that the lessees had been offered an extension of their current lease through to June 2021 (under the provisions of the Canterbury Earthquake Order), but had not as yet taken up that offer.

The Board also noted the community support for a commercial operation on the Godley House site and questioned whether there was a legislative method that could allow a lease to continue on the site, until its future had been decided through a community engagement and consultation process. The Board noted the need for some urgency around that process due to the commercial imperatives referred to in the petition.

Community Board Resolved BKCB/2019/00002

Part B

That the Banks Peninsula Community Board:

1. Receive the petition and refer it to Property Consultancy staff for urgent consideration.
2. Thanks Mr Richardson for his petition presentation.

Felix Dawson/Tori Peden

Carried

7. Reserve Management Committee Meeting Minutes

Community Board Resolved BKCB/2019/00003

(Original Staff Recommendation accepted without change)

Part B

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committee Meetings:
   • Robinsons Bay Reserve Management Committee – 15 January 2019

Tori Peden/Janis Haley

Carried

9. Lyttelton Seafarers Welfare

Staff Recommendation

That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board recommend to the Council that it:
1. Ask staff to investigate whether Council can include a provision in the Letter of Expectation and Statement of Intent for Christchurch City Holdings Limited (CCHL) and the Lyttelton Port Company (LPC) or other mechanisms which provide for the Council, CCHL or LPC to assist with meeting the desired outcomes for the Lyttelton Seafarers’ Centre in line with the recommendations from the February 2018 Council meeting.

Community Board Decided BKCB/2019/00004

Part A

That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board recommend to the Council that it:

1. Include a provision in the Letter of Expectation and Statement of Intent for Christchurch City Holdings Limited (CCHL) and the Lyttelton Port Company (LPC) or use other mechanisms which provide for the Council, CCHL or LPC to assist with meeting the desired outcomes for the Lyttelton Seafarers’ Centre in line with the recommendations from the February 2018 Council meeting.

Jed O’Donoghue/Tyrone Fields

Carried

John McLister declared an interest in Item 9 and did not take part in the discussion or voting thereon. He left the meeting for the duration of the report, leaving at 10:38 a.m. and returning to the meeting at 10:50 a.m.

Andrew Turner declared an interest in Item 9 and did not take part in the voting thereon.

10. Pedestrian Improvements - Godley Quay/Voelas Road, Lyttelton

Board Comment

The Board expressed a wish to find a balance for the parking and stopping restrictions in this area that would focus on improved pedestrian safety, whilst still leaving as many as possible on-street parking spaces available.

Staff Recommendations

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

1. Approve that all existing parking and stopping restrictions on the north east side of Voelas Road, commencing at intersection with Godley Quay and extending in a north westerly direction for a distance of 25 metres be revoked.

2. Approve that all existing parking and stopping restrictions on the south west side of Voelas Road, commencing at intersection with Godley Quay and extending in a north westerly direction for a distance of 15 metres be revoked.

3. Approve that all existing parking and stopping restrictions on the north west side of Godley Quay, between its intersections with Voelas Road and Simeon Quay be revoked.

4. Approve that all existing parking and stopping restrictions on the north west side of Godley Quay, commencing at intersection with Voelas Road and extending in a south westerly direction for a distance of 420 metres be revoked.

5. Approve that all existing parking and stopping restrictions on the south east side of Godley Quay, between its intersections with Simeon Quay and Cyrus Williams Quay be revoked.
6. Approve that all existing parking and stopping restrictions on the north side of Cyrus Williams Quay, commencing at intersection with Godley Quay and extending in an easterly direction for a distance of 20 metres be revoked.

7. Approve that the stopping of vehicles be prohibited on the north east side of Voelas Road, commencing at intersection with Godley Quay and extending in a north westerly direction for a distance of 25 metres.

8. Approve that the stopping of vehicles be prohibited on the south west side of Voelas Road, commencing at intersection with Godley Quay and extending in a north westerly direction for a distance of 15 metres.

9. Approve that the stopping of vehicles be prohibited on the north west side of Godley Quay, commencing at intersection with Simeon Quay and extending in a south westerly direction for a distance of 40 metres.

10. Approve that the stopping of vehicles be prohibited on the north west side of Godley Quay, commencing at intersection with Voelas Road and extending in a north easterly direction for a distance of 13 metres.

11. Approve that the stopping of vehicles be prohibited on the north west side of Godley Quay, commencing at intersection with Voelas Road and extending in a south westerly direction for a distance of 420 metres.

12. Approve that the stopping of vehicles be prohibited on the south east side of Godley Quay, commencing at intersection with Simeon Quay and extending in a south westerly direction for a distance of 370 metres.

13. Approve that the stopping of vehicles be prohibited on the south east side of Godley Quay, commencing at intersection with Cyrus Williams Quay and extending in a northerly direction for a distance of 65 metres.

14. Approve that the stopping of vehicles be prohibited on the south east side of Godley Quay, commencing at point 99 metres north of its intersection with Cyrus Williams Quay and extending in a northerly direction for a distance of 65 metres.

15. Approve that the stopping of vehicles be prohibited on the north side of Cyrus Williams Quay, commencing at intersection with Godley Quay and extending in an easterly direction for a distance of 20 metres.

16. Approve the lane marking changes, kerb alignment changes, traffic island and road surface changes at the intersection of Godley Quay with Voelas Road as detailed in Attachment A.

17. Approve that resolutions 1-16 take effect when the traffic control devices that evidence the restrictions described in the staff report are in place, including any revocations.

Community Board Resolved BKCB/2019/00005

Part C

The Te Pātaka o Rākaihautū/Banks Peninsula Community Board resolves to leave the report to lie on the table and ask staff to:

1. Bring the report back to the Board with more detail on the no stopping provisions for Option 2.

2. Circulate the Safety Audits on the proposal to the Board.
3. Arrange a site visit to the area for Board members to gain a better understanding of the site aspects.

Jed O'Donoghue/Tori Peden

Carried


Community Board Resolved BKCB/2019/00006

(Original Staff Recommendation accepted without change)

Part C

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

1. Note that for the purposes of the following resolutions: (1) an intersection is defined by the position of kerbs on each intersecting roadway; and (2) The resolution is to take effect from the commencement of physical road works associated with the project as detailed in resolution BKCB/2018/00166.

2. Revoke all existing parking and stopping restrictions on the east side of Oxford Street, commencing at a point 95 metres north of its intersection with London Street and continuing in a northerly direction for a distance of 18 metres.

3. Approve that the stopping of vehicles be prohibited on the east side of Oxford Street, commencing at a point 95 metres north of its intersection with London Street and continuing in a northerly direction for a distance of 12 metres.

Andrew Turner/Jed O'Donoghue

Carried

11. London Street Lyttelton, Parking Controls

Staff Recommendations

That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approve Option 1:

Option 1

1. Approve that the stopping of vehicles be prohibited at any time in the parts of London Street and Canterbury Street referred to as ‘Area A’, ‘Area C’, ‘Area H’, ‘Area I’ and ‘Area J’ as indicated on Attachment A, drawing TG133026 Issue 2, dated 27/07/2018, attached to the agenda for this meeting.

2. Approve that the installation of a ‘keep clear’ zone, in the parts of London Street referred to as ‘Area E’, ‘Area F’, and ‘Area G’ as indicated on Attachment A, drawing TG133026 Issue 2, dated 27/07/2018, attached to the agenda for this meeting.

3. Under clause 8 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the part of London Street referred to as ‘Area B’ as indicated on Attachment A, drawing TG133026 Issue 2, dated 27/07/2018, attached to the agenda for this meeting, is reserved as a parking place for any vehicles, subject to the following restriction: the maximum time for parking of any vehicle is 5 minutes between the hours of 8.00am and 5.00pm Monday to Sunday.
4. Under clause 8 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the part of London Street referred to as ‘Area D’ and ‘Area K’ as indicated on Attachment A, drawing TG133026 Issue 2, dated 27/07/2018, is reserved as a parking place for any vehicles, subject to the following restriction: the maximum time for parking of any vehicle is 60 minutes between the hours of 8.00am and 5.00pm Monday to Sunday.

5. Approve that the parking of vehicles be restricted to vehicles displaying residents permits only at any time outside 66 London Street as shown on Attachment C, this being on the northern side of London Street commencing at a distance of 48 metres east of its intersection with Dublin Street and extending in an easterly direction for a distance of six metres.

6. Approve that the parking of vehicles be restricted to vehicles displaying residents permits only at any time outside 64 London Street as shown on Attachment C, this being on the northern side of London Street commencing at a distance of 54 metres east of its intersection with Dublin Street and extending in an easterly direction for a distance of six metres.

7. That any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in this report are revoked.

8. That these resolutions take effect when the traffic control devices that evidence the restrictions described in the staff report are in place.

Community Board Resolved BKCB/2019/00007

Part C

That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approve Option 1:

Option 1

1. Approve that the stopping of vehicles be prohibited at any time in the parts of London Street and Canterbury Street referred to as ‘Area A’, ‘Area C’, ‘Area H’, ‘Area I’ and ‘Area J’ as indicated on Attachment A, drawing TG133026 Issue 2, dated 27/07/2018, attached to the agenda for this meeting.

2. Approve that the installation of a ‘keep clear’ zone, in the parts of London Street referred to as ‘Area E’, ‘Area F’, and ‘Area G’ as indicated on Attachment A, drawing TG133026 Issue 2, dated 27/07/2018, attached to the agenda for this meeting.

3. Under clause 8 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the part of London Street referred to as ‘Area B’ as indicated on Attachment A, drawing TG133026 Issue 2, dated 27/07/2018, attached to the agenda for this meeting, is reserved as a parking place for any vehicles, subject to the following restriction: the maximum time for parking of any vehicle is 5 minutes between the hours of 8.00am and 5.00pm Monday to Sunday.

4. Under clause 8 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the part of London Street referred to as ‘Area D’ and ‘Area K’ as indicated on Attachment A, drawing TG133026 Issue 2, dated 27/07/2018, is reserved as a parking place for any vehicles, subject to the following restriction: the maximum time for parking of any vehicle is 60 minutes between the hours of 8.00am and 5.00pm Monday to Sunday.

5. Approve that the parking of vehicles be restricted to vehicles displaying residents permits only at any time outside 66 London Street as shown on Attachment C, this being on the northern side of London Street commencing at a distance of 48 metres east of its intersection with Dublin Street and extending in an easterly direction for a distance of six metres.

6. Approve that the parking of vehicles be restricted to vehicles displaying residents permits only at any time outside 64 London Street as shown on Attachment C, this being on the northern
side of London Street commencing at a distance of 54 metres east of its intersection with Dublin Street and extending in an easterly direction for a distance of six metres.

7. That any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in this report are revoked.

8. That these resolutions take effect when the traffic control devices that evidence the restrictions described in the staff report are in place.

9. And, ask staff to look at parking on London Street between Coleridge Terrace and Dublin Street to maximise parking in the area.

Tyrone Fields/Jed O'Donoghue  
Carried

8. Briefing - Orion New Zealand Ltd - Proposed Electricity Upgrade - Lyttelton Tunnel

Board Comment

The Board received a briefing from Orion New Zealand staff on the proposed upgrade of the electricity line through the Lyttelton Road Tunnel.

Part B

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

1. Notes the information supplied during the Briefing.

13. Banks Peninsula Community Board Area Report - February 2019

Community Board Resolved BKCB/2019/00008

(Original Staff Recommendation accepted without change)

Part B

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

1. Receive the Te Pātaka o Rākaihautū/Banks Peninsula Community Board Area Report for February 2019.


3. Consider member attendance to the Community Boards Conference 2019 being held in New Plymouth, and for an entry for the Best Practice Excellence Awards being held as part of the conference.

Janis Haley/Andrew Turner  
Carried
14. Elected Members’ Information Exchange

Part B

14.1 Akaroa Cemeteries

Board members noted the work of the recently formed cemeteries group whose members were carrying out maintenance and restoration work in the local cemeteries. Questions were raised as to why the group had been requested by Council staff to stop working in the cemeteries. The Board requested that an explanation be provided by staff as to why the group had been requested to stop work.

14.2 Commercial Operation in Residential Zone – Rue Balguerie, Akaroa

It was reported that a commercial business operating in Rue Balguerie, Akaroa, was creating issues in the local vicinity including parking of buses and the general lack of available parking. The lack of a formed footpath in the area was also noted as a concern. The Board requested information from staff on whether a commercial business has to have consent to operate in a residential zone, and what conditions are put on such consents.

Karakia Whakamutunga: Tyrone Fields

Meeting concluded at 12.37pm.

CONFIRMED THIS 18TH DAY OF FEBRUARY 2019

PAM RICHARDSON
CHAIRPERSON
7. Correspondence - New Zealand Transport Agency - State Highway Signage

Reference: 19/129225
Presenter(s): Liz Carter – Community Board Adviser

1. Purpose of Report
Correspondence has been received from:

<table>
<thead>
<tr>
<th>Name</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Zealand Transport Agency</td>
<td>Variable Message Signage – State Highway 75</td>
</tr>
</tbody>
</table>

2. Staff Recommendations
That the Banks Peninsula Community Board:
1. Receive the information in the correspondence report dated 18 February 2019

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>New Zealand Transport Agency - Variable Message Signage - State Highway 75, Banks Peninsula</td>
<td>16</td>
</tr>
</tbody>
</table>
Lee Wright
Journey Manager
NZ Transport Agency
CHRISTCHURCH

Banks Peninsula Community Board
C/- Christchurch City Council

Dear Banks Peninsula Community Board Chair,

As part of our commitment to improving safety and information services to our customers, the NZ Transport Agency is installing two Variable Message Signs (VMS) on SH75.

SH75 is the highway that connects Christchurch with Akaroa. Although SH75 is a short highway, it has high percentages of visitor and tourist related traffic. These customers are not always aware of the potential weather conditions over 'The Hilltop', nor are they aware of the various other information channels the NZ Transport Agency has.

As such, the installation of Variable Message Signs (VMS) is another great way of engaging with our customers to advise them of safety or incident events that may impact their journey.

There are a number of factors that must be considered when choosing the best location to install VMS. After careful consideration of all these factors, the NZ Transport Agency has opted to install VMS at the following locations –

Tai Tapu, at the south end just past Michael's Rd, with messaging for customers driving towards Akaroa,
and
Duvauchelle, opposite the garage, with messaging for customers driving towards Christchurch.

In addition to incident messages, the VMS will also display safety messaging. Initially the safety messages will only display from 8am until 8pm daily.

Additional details on the sign locations and operation can be found in the attached document.

Yours sincerely

Lee Wright
SH75 VMS Details & ConOPS

| Scope: | Tech details and Concept of Operations for SH75 VMS – Akaroa Highway |
| Consultant: | Green Signal Ltd |
| Consultant Contact: | Sean Lewis 027 599 4584 |
| Business Owner: | NZTA |
| Date: | V1.0 – 22 January 2019 |
| Dependent Documents | No dependant documents |

1.0. Purpose & Background

SH75 is the highway from Christchurch to Akaroa. In addition to freight, commuter and local travel, this highway is driven by many tourists, looking to visit the tourist hotspot of Akaroa. SH75 is a single road, with no all-weather, all-vehicle detours available once you are east of Motukarara.

Between Motukarara and Akaroa there is the main summit (between Couptown and Barry’s Bay), and a smaller pass (between Barry’s Bay and Duvauchelle). Both these passes experience snow and ice events, and the whole route experiences high wind situations. In the event of a crash, the road is closed with no detour routes available.

NZTA decided to install a VMS in Tai Tapu township to allow notice of incidents and delays for traffic heading towards Akaroa.

Additionally, NZTA decided to install a VMS in Duvauchelle township to allow notice of incidents and delays for traffic returning towards Christchurch.

The signs will be connected to Dynac, with incident messaging to be controlled and activated by WTOC.

As these are colour VMS, the opportunity also exists for NZTA to provide ‘billboard-style’ safety messaging on these signs at times when there are no traffic or incident messages to display.
2.0. VMS Locations
The VMS installed will be HMI Type D colour VMS (size as used for travel-time and incident messaging around Christchurch). As the speed limit in these locations is 70km/hr, the sign will be installed on a break-away base.

The VMS will be installed at the locations as shown below.

<table>
<thead>
<tr>
<th>Location Title</th>
<th>Coordinates</th>
<th>'Street' Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tai Tapu VMS</td>
<td>-43.665886, 172.551247</td>
<td>Opposite 740 Christchurch Akaroa Rd</td>
</tr>
<tr>
<td>Duvauchelle VMS</td>
<td>-43.750828, 172.928094</td>
<td>Opposite 6035 Christchurch Akaroa Rd</td>
</tr>
</tbody>
</table>
2.0.1. Tai Tapu VMS Installation –

Image showing approximate cabinet and VMS location.

Approx location (Opposite 740 Christchurch Akaroa Rd – SH75)

NZTA Type D VMS Installation SH75 – Akaroa Highway
2.0.2. Duvauchelle VMS Installation –

Image showing approximate cabinet and VMS location.

Approx location (Opposite 6635 Christchurch Akaroa Rd – SH75)

NZTA Type D VMS Installation SH75 – Akaroa Highway
3.0. Data Connection Type
The VMS will each have 2 modems fitted. The first will be the NZTA standard C-tek modem, which will be used for Dynac communication. The second will be an HMI modem, used for monitoring the health and operational status of the sign, and for uploading and changing the ‘bill-board’ images.

4.0. Modes of Operation
The VMS will have two different modes of operation. These are detailed in the following paragraphs.

4.0.1. Incident Messaging - Dynac Control
The primary function of the VMS is to display incident messaging to drivers. This incident messaging could range from warnings about possible traffic build-ups, and weather-related hazards, through to road closure notifications.
These messages will be stored in Dynac, and will be activated onto the signs from Dynac. WTOC will make the operational decisions when to place incident messaging onto the VMS. This will be done in conjunction with information provided to WTOC by the Canterbury NOC contractors or relevant NZTA staff.

Dynac will have master control over the sign, over-riding any other messaging that may be present on the sign. This functionality will be configured into the sign.

As this is an urban Type-D sign, Dynac will be able to present 3-line messages, which will be presented on the sign in amber text.

4.0.2. Billboard Mode – HMI Control
As this is a colour VMS, the technical ability exists to present NZTA safety-based messaging on the sign when it is not being used in ‘Incident’ (Dynac) mode.
These billboard messages will be approved existing NZTA billboards, which will change daily. The billboard will operate from 08:00 until 20:00 daily.

The billboard image and control will be done through the same modem used by HMI to monitor the status of the VMS.

Images of ‘billboard’ signs on VMS

NZTA Type D VMS Installation SHi75 – Akaroa Highway 5
5.0. VMS Technical Details
The following pages contain details on the VMS and the mounting pole and bracket.
8. Akaroa Design and Appearance Advisory Committee

Reference: 19/132836
Presenter(s): Liz Carter

1. Purpose of Report

Minutes have been received from:

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Akaroa Design and Appearance Advisory Committee</td>
<td>30 January 2019</td>
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</tbody>
</table>

2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the minutes from the Akaroa Design and Appearance Advisory Committee meeting dated 30 January 2019.

Attachments

<table>
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<th>No.</th>
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<tbody>
<tr>
<td>A</td>
<td>Akaroa Design and Appearance Advisory Committee 30 January 2019 Minutes</td>
<td>28</td>
</tr>
</tbody>
</table>
Akaroa Design and Appearance Advisory Committee
OPEN MINUTES

Date: Wednesday 30 January 2019
Time: 2.30pm
Venue: Akaroa Boardroom, 78 Rue Lavaud, Akaroa

Present
Chairperson
Pam Richardson - Banks Peninsula Community Board Representative
Janis Haley - Banks Peninsula Community Board Representative
Victoria Andrews - Akaroa Civic Trust Representative
John Davey – Consultant
Dave Margetts – Heritage NZ
Milly Woods – Heritage NZ
Lynda Wallace - Community Representative

Members

Staff
Maria Adamski – Asset Engineer – Buildings & Heritage (by Virtual Meeting Room)
Kent Wilson – Senior Planner (by Virtual Meeting Room)
Alisha Eisker – Engagement Advisor (by Skype)
Liz Carter – Community Board Advisor
Fi Smith – Support Officer

30 January 2019

Liz Carter
Community Board Advisor
941 5682
liz.carter@ccc.govt.nz
www.ccc.govt.nz

To view copies of Agendas and Minutes, visit:
www.ccc.govt.nz/Council/meetingminutes/agendas/index
Akaroa Design and Appearance Advisory Committee
30 January 2019

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

The agenda was dealt with in the following order.

1. Apologies
   Part C Committee Decision
   Apologies were received and accepted from William Fulton.

2. Declarations of Interest
   Part B
   There were no declarations of interest recorded.

3. Confirmation of Previous Minutes
   Part C Committee Resolved ADAA/2019/00001
   Committee Decision
   That the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on Wednesday, 3 October 2018 be confirmed.

   Victoria Andrews/Lynda Wallace  Carried

4. Deputations by Appointment
   Part B
   There were no deputations by appointment.

5. Temporary Toilet Proposal - 82 Beach Road, Akaroa
   Committee Comment
   Planning staff outlined the rules and conditions in relation to the area where is was proposed to install the temporary toilet block on the Britomart Reserve.

   Committee members had a number of concerns with the proposal, including:
   - Toilets being highly visual on that site
   - Impact on the Akaroa Historic Area
   - Proximity of the site to the Akaroa Wharf
   - Length of time that it is proposed the toilets would be on site
Akaroa Design and Appearance Advisory Committee
30 January 2019

- Visual impact on other heritage structures on the site
- Intrusion into one of the few green spaces in Akaroa

Staff Recommendations

That the Akaroa Design and Appearance Advisory Committee:

1. Receive the information in the report.
2. Provide comment as appropriate.

Committee Decisions under Delegation

Part C

That the Akaroa Design and Appearance Advisory Committee:

1. Receive the information in the report.
2. Provide the following comments on the proposal:
   The visual impact of the toilet block is unacceptable and incompatible with its surroundings where it will have a negative impact on the open green space, the Akaroa Historic Area, the heritage setting and the community.

6. Akaroa Design and Appearance Advisory Committee - Meeting Schedule 2019
Committee Resolved ADAA/2019/00002

Original Staff Recommendation accepted without change.

Part C

That the Akaroa Design and Appearance Advisory Committee:

1. Adopt the following meeting schedule from 13 February to 4 September 2019:
   - Wednesday 13 February at 2.30pm in Akaroa Boardroom
   - Wednesday 6 March at 2.30pm in Akaroa Boardroom
   - Wednesday 3 April at 2.30pm in Akaroa Boardroom
   - Wednesday 1 May at 2.30pm in Akaroa Boardroom
   - Wednesday 5 June at 2.30pm in Akaroa Boardroom
   - Wednesday 3 July at 2.30pm in Akaroa Boardroom
   - Wednesday 7 August at 2.30pm in Akaroa Boardroom
   - Wednesday 4 September at 2.30pm in Akaroa Boardroom

*Note: Meetings will only be held if there are plans or other business to consider.

Victoria Andrews/Janis Haley

Carried
7. Committee Members’ Exchange of Information

7.1 Akaroa Character Area Overlay
   Part B
   The Committee requested a copy of the final document showing the Akaroa Character Area Overlay, as per the draft presented to the Committee in June 2017.

7.2 117 Rue Jolie
   Part B
   The Committee requested information on why plans for the remodelling of the dwelling at 117 Rue Jolie, Akaroa were not brought to this Committee for comment.

7.3 Black Cat Signage
   Part B
   The Committee noted that the signage erected by the Black Cat business was contrary to the recommendations of this Committee, and members requested a briefing on the compliance of signage in Akaroa.

Meeting concluded at 3.37pm.

CONFIRMED THIS 6th DAY OF MARCH 2019

PAM RICHARDSON
CHAIRPERSON
9. Reserve Management Committee Meeting Minutes

Reference: 19/38102
Presenter(s): Liz Carter

1. Purpose of Report

Minutes have been received from the following Reserve Management Committees:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Meeting Date</th>
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</thead>
<tbody>
<tr>
<td>Okains Bay Reserve Management Committee</td>
<td>4 December 2019</td>
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</table>

2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committee Meetings:
   - Okains Bay Reserve Management Committee – 4 December 2019

Attachments

<table>
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<tbody>
<tr>
<td>A</td>
<td>Okains Bay Reserve Management Committee Meeting Minutes - 4 December 2018</td>
<td>34</td>
</tr>
</tbody>
</table>
OKAINS BAY RESERVE MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY 4TH DECEMBER 2018

PRESENT: Richard Boelyn, Chairperson, Richie O’Malley, Nick Thacker, Wayne Kay, Derek Cox, Judy Thacker, Peter Ramsden, Riki Lewis, Michelle Wallis-Hartley, Camp ground manager, Julia Fettes, TRoNT, Colin Jacka, CCC, Helen Hayes, CCC, Penelope Goldstone, CCC, Pam Richardson, BP Community Board Chairperson.

APOLOGIES: John Thacker.

Moved Richie/ Nick “That the apologies be accepted.” Carried.

MINUTES OF THE PREVIOUS MEETING: The minutes of the previous meeting held on Tuesday 2nd October 2018 were passed as a true and correct record.

Moved Judy/Derek Carried.

MATTERS ARISING: # Pam, with Banks Peninsula Water Zone hat on, visited with two engineers interested in assessing the flood management risks in Okains Bay and they will provide suitable advice on best way to move forward.

# Letter to Hon. Eugenie Sage, Department of Conservation Minister, has been put on hold and will be discussed in General Business.

CORRESPONDENCE: # Letter from Derek re: Esplanade Reserve with attached maps showing area that is vested in CCC.

# Letter from Rebecca Parish re: Confirmation of CCC funding for the Okains Bay hall asking for the Board to formally accept and action. It was recommended that a letter be sent to Rebecca explaining the need to wait for a feasibility study to be completed before any action is discussed. Penelope spoke about feasibility study, the community facilities network plan process and where CCC is at, with the aim to have this drafted by June 2019. The Mayor named three areas needing specific feasibility case studies, including a replacement hall in Okains Bay. This means the study will look at all of the Bay and what type, function and siting is best for a replacement community facility. There will be RMC involvement and community consultation. Sharon to action.

# Penelope spoke about the roles of RMC’s and how staff have been reviewing all 15 and their operations and structures. She reminded the board that they have no decision making authority for some things e.g. staff matters and that
the Board works in collaboration with CCC staff to make decisions. Colin is the main contact for operational matters.

# Discussion re: Management Plan. CCC is waiting on legal advice before letter is sent to DoC. Information on feasibility study, first person to speak to is Julia Fettes, TRoNT and Peter Ramsden, Koukourarata as owners of the land. Peter said it is tribal land and there are 18 hapu, including Koukourarata, to be consulted, then the Okains Bay RMC, then the wider Okains community, including school and museum, followed by the wider Banks Peninsula community including all local schools, groups and communities.

# Letter from CCC re: discretionary funding of up to $200. It was decided this would probably not be applicable to this RMC as we have funds from campground.

# Letter from Dominique Redfern-Thacker on behalf of the Okains Bay Enhancement Society requesting the Reserve Board discuss the possibility of repairing/maintenance on the tennis court fencing and surrounding area. The Board said they will look at it in autumn.

# Letter from Helen Hayes re: requesting a letter of support from the RMC for a funding application the Okains Bay Museum is making to the Lottery Environment and Heritage Committee. The Board approved in principle.

Moved Richard/Derek “That a letter of support be sent to the Okains Bay Museum.” Carried.

FINANCIAL REPORT: as tabled by Colin Jacka.

# Financial reports for October and November 2018 were discussed.

# Update on rubbish disposal/recycling. A land ramp will need to be put in situ before the summer season.

Moved Nick/Wayne “That the finance reports for October and November 2018 be accepted.” Carried.

GENERAL BUSINESS: # Colin spoke about the staffing reshuffle.

# Discussion re: rubbish options. Upgraded ute to 4 wheel drive vehicle to tow trailers over to Barrys Bay for rubbish disposal.

# Gas bottle connections will be adjusted so staff do not need to change over manually.
# Painting is being done in the caretaker’s house and extraction fans are being installed in the kitchen and bathroom to prepare house for next tenant.

# Lyn Nicoll has put together a book re: memories of camping in Okains Bay. Copies will be at the ablution blocks for campers and visitors to read and a copy will also be available to view at the museum.

# Nick asked if the school could use the hall early next year while refurbishments are happening at the school. The school is prepared to cover cost of upgrading to a satisfactory level for use by the school children. Advised to contact person in charge of halls for CCC for permission. The Board will support the school’s application for permission to use hall during their renovations. Helen/Penelope to send Nick contact details for Paul at CCC.

Moved Richard/Nick “That the Board supports a school application to use the hall during refurbishments.” Carried.

# Peter supports Julia Fettes re: dual signage at the beach.

# Pam spoke re: water quality testing at the estuary.

# Vehicles are being kept off the estuary area.

# A digital copy of Management Plan to be sent to Wayne and Richie. Sharon to action.

# Pam gave Michelle special vote of thanks for staying on as camp manager.

# Richard spoke about cemetery. Plots have always been free but he thinks there should be a $500 charge to cover maintenance costs such as hedge trimming and mowing. Hedge could be removed. To be discussed at next meeting.

# Letter of thanks to be sent to Lester and Carol for their work towards keeping the cemetery tidy and clearing hedge trimmings recently. Sharon to action.

# Letter of thanks to Lyn Nicoll for her work on camping ground booklet. Sharon to action.

Meeting closed at 7.10 pm. Next meeting on Tuesday 5th February 2019 at 5.30 pm in the hall.
10. Correspondence - Orton Bradley Park Board Manager's Reports

Reference: 19/34766
Presenter(s): Liz Carter

1. Purpose of Report

Correspondence has been received from:

<table>
<thead>
<tr>
<th>Name</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orton Bradley Park Board</td>
<td>Manager’s Report – 5 November 2018</td>
</tr>
</tbody>
</table>

2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the Orton Bradley Park Board Managers Report for 5 November 2018.

Attachments

<table>
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<tr>
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<tbody>
<tr>
<td>A</td>
<td>Orton Bradley Park Managers Report - 5 November 2018</td>
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</tbody>
</table>
Health and Safety
We have had an incident with the Log splitter. Rob Stent was working with Dale when he got his finger caught between two pieces of wood. He required stitches, and is currently recovering at home.

This brings us to the question of whether or not we continue to split and sell firewood at all. There are a number of options available that would provide a safer/quicker splitting alternative but they do require an investment in equipment. A discussion point for the meeting.

Camping
The long weekends are proving to be very popular, with both Labour and Show weekend booked out. The Christmas period is also filling up so if the weather plays along it could be a busy season. As outlined in the annual report, our income from camping increased 28% over the last year. This growth is being achieved with very little in the way of advertising, and seems to be a word of mouth affair combined with events like the Spring Fair showcasing the facilities. If this continues the board needs to carefully consider its options. Our next strategic planning meeting is in February which would be a good time discuss this in more detail. If visiting the park over the tent camping season (Christmas to Waitangi weekend) it would be useful if you could observe how campers and day visitors interact and use the park so that the discussion is relevant to this location.

Volunteer’s projects
- Completion of waterwheel bucket repairs.
- Friends of Park memberships.
- Spring fair preparations.
- Gardening around historic buildings.

Their next project will be the replacement of the water feed tray above the waterwheel, the historic cattle ramp repair, and the replacement of weather boards on the machinery shed. The volunteers would also like to repair the wooden bridge by the Mill house. The cost of this would be approx. $5k, an item that has not been budgeted for. I suggest that this is undertaken next winter when foot and vehicle traffic is lighter.

Staffing
Dale continues to do an outstanding job. He has continued to fine tune the Spring fair to make it into the success that we saw last month. Rob Stent has been working with us for a number of weeks to get a feeling for the place and is available to cover on some weekends. I am also interviewing another person to help out over the summer months.

Base Camp
- We have 12 weddings booked in this season. The first was last week with the final one booked for April next year. The extension to the building combined with the rural outlook and price seem to be proving very popular.
- The new toilet/shower block is in the final design stages and should be going to council for consent prior to Christmas.
- The fourth school term is always quieter than the first but we still have a few days booked in most weeks.
- Our relationship with Adventure Specialties is mutually beneficial and the communication is mostly accurate and timely.

Long Term Plan presentation to CCC
We have been turned down by the council for any increase in funding — again. Extremely disappointing as this grant has not increased to match inflation, let alone cover increased compliance costs and rocketing insurance premiums.

Bridges
The first bridge should be delivered this week. Now it just has to be installed!

Café
The café seems to be going well with some very good feedback being received. You can make your own decision on Monday evening! The lease document is yet to be finalised — sorry for this delay.

Subdivision
Done! We can now take it out of the agenda action points. Remaining section will be listed with a real estate agent shortly.

Spring Fair
I think this was our best fair yet. A great layout, fantastic weather, good music, and well behaved visitors made for a successful day. Congratulations to Dale for pulling it all together and ensuring it ran smoothly. Also thank you to all the volunteers who put so much effort in prior to, and during the event, and to the board members who turned up on the day to help out. There seemed to be a large number of families enjoying the entire park with campers reporting that the walking tracks were being well used. The CCC events coordinator said it was the first event she has ever been involved in where there were no complaints.

Rod Donald Trust
After our meeting a couple of months ago RDT has agreed in principal to continue to support us for another 3 years with a grant of $15k per year. We are currently working through the details which are likely to include the following:
- maintain the two tracks across Loudon and Manor Farm from the park to Mt Herbert and Packhorse Hut
- continuing to host the Bush Farm School or other educational initiatives aimed at getting children into the environment with an educational aspect
- continuing to find ways to augment the park income
- OBP and RDT working together to secure public access on the Te Ara Pataka feeder tracks from the Park and the protection of biodiversity in the Mt Herbert Basin.

Phillip King is back in the country and I hope to catch up with him in the next month or so.

Biodiversity
The fencing of the Hunters gully project is complete, with just the realignment of the walking track, stile, and signage to move. If the board were willing to place a QEII covenant on this area then we could likely get the entire fencing paid for. Would the board like me to follow up on this?
Bruce has completed the fencing of the wetland above Base camp, and has almost completed the work around Big Rock.

Old man’s beard control in magnificent gully and down Te Wharau stream will begin around November 7th.

In association with BECA and Greenco we have set up a give-a-little page to encourage people to buy trees that can then be planted in the park. Called ‘Harbour Habitat’, we had a low-key launching at the spring fair and will begin promoting it the local papers next month. Hopefully we can get a few companies involved as a means of off-setting their carbon footprints. Thanks to Matt and Clayton for their drive and involvement.

Gorse and broom spraying is being undertaken when staff hours become available.

Head to Head/arboretum walkway
No up-dates

Quarry
The Johnston Brothers have approached me regarding the reinstatement of the quarry. They would be interested operating it as part of their earthmoving business with the main focus being on architectural rock with a sideline in fill/compactable material.
Considerations include:
- Consenting issues
- H + S systems
- Environment impact; dust, water storage/use, drainage and runoff management,
- Landscaping
- Overburden management/disposal
- Impact on park visitors – Noise, visual, traffic
- Lease amount

Has anyone got any experience in this area?

Solar electricity system
As a way of improving our sustainability and also reducing our long term operational costs, the installation of a solar system could provide a great investment. Our electricity consumption is highest during the summer months due to camper and café usage. Installation cost would be approx. $35k, for a 12kw system. This would supply the workshop, office and historical buildings with any production beyond our own usage being retailed to the café and wootshed. This has not being budgeted for but is a sensible use of capital obtained from the sale of the section.

Heritage Building
The interior of the stone cottage has not progressed at all. Other projects have taken precedence. We have however managed to gain funding from the CCC heritage fund to repair and paint the stable block. This may be postponed till autumn next year to lower the impact on café visitors.

Vehicle replacement
Ute: As indicated in last year’s budget the park ute is in need of replacement. Our current 1999 Nissan has a trade in value of approx. $5k. A new replacement with tipping deck will be between $40k (LDV) to $44k (Mitsubishi)
There are very limited numbers of suitable second hand single cab utes, particularly ippers, on the market. There has been two in the last 6 months – one is still available ($39k – 9,000km, Aust import) what is the boards opinion?
Mower: the mower is now 12 years old and the cutting deck is getting very worn and cracked – it got a very hard time when the PDS were doing mowing before I arrived and it has been welded many times. The engine is in good condition so the sensible solution is to replace the deck ($7500)

Gator: getting very tired after 8 years of service, and likely to need an engine rebuild shortly. Replacement cost approx. $15k

Arboretum Association
A planting was undertaken in August with approx. 30 Swamp Cypress accommodated on the valley floor.

Driveway Eucalyptus removal
All that is left to do is lower the stump, re-grass the area, and plant the replacement. There were a few broken men at the end of the stump removal process!

Accounting and Audit
Hopefully the audit will be complete!

Ian
11. Elected Members’ Information Exchange

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