

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

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### **Notice of Meeting:**

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

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

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### **Membership**

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

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**4 March 2019**

Joan Blatchford  
Manager Community Governance, Banks Peninsula/Lyttelton  
941 5643  
[joan.blatchford@ccc.govt.nz](mailto:joan.blatchford@ccc.govt.nz)

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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 Honora ki te maurua 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	Collaboration
Affordability	Prudent Financial Management
Agility	Stewardship
Equity	Wellbeing and resilience
Innovation	Trust

## 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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## Mihi/Karakia Timatanga

### 1. Apologies

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

### 2. Declarations of Interest

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

### 3. Confirmation of Previous Minutes

That the minutes of the Te Pātaka o Rākaihautū/Banks Peninsula Community Board meeting held on [Monday, 18 February 2019](#) be confirmed (refer page 5).

### 4. Public Forum

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.

#### 4.1 Ohu Developments - Collett's Corner Update

Camia Young will speak on behalf of Ohu Ltd regarding Collett's Corner in Lyttelton.

#### 4.2 Professor Liz Slooten – Impact on Hector's Dolphins

Professor Liz Slooten will speak regarding her concerns about the current Lyttelton Port Company operations, and the impact on Hector's Dolphins.

### 5. Deputations by Appointment

Deputations may be heard on a matter or matters covered by a report on this agenda and approved by the Chairperson.

There were no deputations by appointment at the time the agenda was prepared.

### 6. Presentation of Petitions

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



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

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

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**Present**

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

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18 February 2019

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

**Mihi/Karakia Timatanga:** Tyrone Fields

The agenda was dealt with in the following order.

**1. Apologies**

Part C

**Community Board Resolved BKCB/2019/00009**

**Community Board Decision**

An apology was received and accepted from John McLister for absence.

Pam Richardson/Jed O'Donoghue

Carried

**2. Declarations of Interest**

Part B

There were no declarations of interest recorded.

**3. Confirmation of Previous Minutes**

Part C

**Community Board Resolved BKCB/2019/00010**

**Community Board Decision**

That the minutes of the Te Pātaka o Rākaihautū/Banks Peninsula Community Board meeting held on Monday 4 February 2019 be confirmed.

Janis Haley/Tyrone Fields

Carried

**4. Public Forum**

Part B

Mark Malcolm, a Councillor with the Ashburton District Council, spoke regarding public toilets in the Ashburton district, and how that authority has responded to the need for additional toilets due to an increase in tourist numbers, including employing a student over the summer to compile data for central government grant applications.

**5. Deputations by Appointment**

Part B

There were no deputations by appointment.

## 6. Presentation of Petitions

### Part B

There was no presentation of petitions.

## 7. Correspondence - New Zealand Transport Agency - State Highway Signage

### Board Comment

Board members suggested that messages posted on the electronic boards referred to in the correspondence, needed to be relevant to State Highway 75, such as advice for slow vehicles to pull over or advice of when the road was busy with cruise ship traffic.

### Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the information in the correspondence report dated 18 February 2019

### Community Board Resolved BKCB/2019/00011

### Part B

That the Banks Peninsula Community Board:

1. Receive the information in the correspondence report dated 18 February 2019
2. Write to the New Zealand Transport Agency (NZTA) advising that the Board generally welcomes the proposal but remains concerned that a number of issues the Board has previously and repeatedly raised have still not been addressed, such as passing opportunities, road surface, road traffic safety signs, reminders to pull over etc.
3. Request a representative from NZTA to meet with the Board regarding State Highway 74 and State Highway 75 issues.

Andrew Turner/Janis Haley

Carried

## 8. Akaroa Design and Appearance Advisory Committee

### 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.

### Community Board Resolved BKCB/2019/00012

### Part B

That the Banks Peninsula Community Board:

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

2. Notes the committees' comments in regard to Item 5 of the minutes (Temporary Toilet Proposal), and requests an urgent update from staff regarding the use of the Tourism Infrastructure grant for Akaroa toilets and proposals for a permanent solution to toilet issues in Akaroa.
3. Requests that staff consider that the demand for increased toilet facilities in Akaroa will be driven by any expected increase in the underlying number of visitors, notwithstanding that the majority of cruise ship passengers will be received in Lyttelton rather than Akaroa after October 2020.

Andrew Turner/Janis Haley

Carried

## **9. Reserve Management Committee Meeting Minutes**

**Community Board Resolved BKCB/2019/00013**

**(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:
  - Okains Bay Reserve Management Committee – 4 December 2019

Pam Richardson/Jed O'Donoghue

Carried

## **10. Correspondence - Orton Bradley Park Board Manager's Report**

**Community Board Resolved BKCB/2019/00014**

**(Original Staff Recommendation accepted without change)**

### **Part B**

That the Banks Peninsula Community Board:

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

Felix Dawson/Tori Peden

Carried

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

### **11.1 Akaroa Wharf Update**

#### **Part B**

The Board **requested** an update from staff on progress with the removal of structures on the Akaroa Wharf, in line with Board resolutions from June and September 2018.



## 11.2 Cruise Ship Action Group

### Part B

The Board **requested** that it be kept informed on the actions carried out by the Cruise Action Group, including having its Terms of Reference and minutes from meetings circulated.

## 11.3 Lyttelton Harbour Structures

### Part B

The Board **requested** that staff seek information from Environment Canterbury on the new structures which have appeared in Lyttelton Harbour after members commented on the unsightly nature of the structures.

## 11.4 Birdlings Flat Maintenance Schedules

### Part B

The Board **requested** information regarding:

1. The maintenance schedule for the grounds around the Birdlings Flat Community Centre and parking area, including whether maintenance could be increased over summer, after it was reported that residents had raised concerns about the lack of maintenance.
2. The ongoing emptying schedule for the septic tank at the Birdlings Flat toilets, after it was reported that there had been instances of it overflowing.

## 11.5 Norman Kirk Memorial Pool

### Part B

The Board **requested** that staff report back on why scheduled openings of the Norman Kirk Memorial Pool ceased on 4 February 2019, when the pool would normally close at the end of February, including the reason for the early closure and why the Board wasn't informed.

## 11.6 Corsair Bay Barrier Arm

### Part B

The Board **requested** that staff report back on the current security arrangements for the Corsair Bay barrier arm, including whether alternative arrangements could be explored, after it was reported that it had been left unlocked again on a recent Saturday night.

## 11.7 Cruise Ships in Akaroa Harbour

### Part B

The Board **requested** information on why cruise ships are now anchoring further down the harbour in Akaroa so that the reason can be communicated to the community.

**11.8 Road Maintenance - Lyttelton to Gebbies Pass**

**Part B**

The Board noted the poor state of the road and roadsides between Lyttelton and Gebbies Pass, and **requested** an update on the ongoing maintenance of the road, and if there are any plans to upgrade the road in the near future.

**Karakia Whakamutunga:** Tyrone Fields

Meeting concluded at 11.33am.

CONFIRMED THIS 4<sup>TH</sup> MARCH DAY OF 2019.

PAM RICHARDSON  
CHAIRPERSON

## 7. Reserve Management Committee Meeting Minutes

Reference: 19/119535

Presenter(s): Liz Carter

### 1. Purpose of Report

Minutes have been received from the following Reserve Management Committees:

Committee	Date
Le Bons Bay Reserve Management Committee	1 February 2019
Awa-iti Reserve Management Committee	12 February 2019

### 2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committees:
  - Le Bons Bay Reserve Management Committee
  - Awa-Iti Reserve Management Committee

### Attachments

No.	Title	Page
A <a href="#">↓</a>	Le Bons Bay Reserve Management Committee Meeting Minutes - 1 February 2019	12
B <a href="#">↓</a>	Awa-Iti Reserve Management Committee Minutes - 12 February 2019	14

**Minutes of the Le Bons Bay Reserve Management Committee meeting held on Friday, 1<sup>st</sup> February 2019, at 4pm at the Domain Hall**

**Present:** Jo Rolley (Chair), Bruce and Jenny Nicholl, Jenny and Laurie Inwood, Carol Osgood, Ciaran Murray, Robin Burleigh (Treasurer), Dave Hansen, Charlotte Bleasdale (Secretary), Janis Haley (Community Board).

**Apology:** Helen Hayes (CCC).

Minutes of the 4<sup>th</sup> May 2018 meeting, having been circulated, were passed as a true and correct record. **(Jo/Carol. Carried)**

**Matters Arising:**

- **Ratification of the RMC's decision to replace louvre window unit:** It was agreed at the informal meeting on 20<sup>th</sup> November 2018 to replace the Domain Hall toilet window with a more suitable and secure unit, using RMC funds. This decision was moved, seconded and carried. **(Carol/Jenny Nicholl. Carried)** The louvres had been broken by vandals and used to gain access to the hall, so the RMC had submitted a quote for a replacement unit to CCC. No response had been received from CCC, but the louvres have recently been replaced by CCC contractors. Bruce reported that Michael Brown is currently updating his original quote for this job. Charlotte will write to Michael Brown and formally request him to proceed with the work.
- **Cistern and kitchen taps:** The cistern in the ladies' toilet is still not functioning properly. Jo will request Peter Thelning to look at this and also at the taps in the kitchen, which need replacing.
- **Poplar trees:** TreeTech have made good progress topping the trees and will be returning to complete the work for four days from 11<sup>th</sup> February. There was discussion about what to do with the wood and it was agreed that the RMC will gift a load of firewood each to the Wigrams and to Penny Rodgers and will seek to sell the remainder at \$50 a trailer-load as a fundraiser for the Domain. **(Carol/ Ciaran. Carried)** It was noted that much of the wood will require further chain-sawing and splitting.
- **Ratification of the decision on spending \$200:** It was agreed at the informal meeting on 20<sup>th</sup> November 2018 to spend the \$200 available to RMCs from the Community Board Discretionary Response Fund on additional items for the kitchen - including an electric kettle/jug, pots and pans and servers. This was moved, seconded and carried. **(Jo/Jenny Nicholl. Carried)** It was agreed that two medium-sized teapots should be amongst the items purchased. Jo to action.
- **Priorities for Board spending:** In addition to the replacement of windows, it was agreed that priorities for spending include replacing the taps in the kitchen as discussed above; Jo will obtain a second quote for this. It was agreed the benches in the kitchen need to be replaced. Charlotte will write to Michael Brown and ask him to quote for this work and to liaise with Jo, who will seek his advice on a suitable durable surface material, in addition to asking him to quote for stainless steel; Jo will also arrange a second quote. It was also agreed that the Board should consider upgrading the Zip for an instant water heater. Charlotte will find out the details/cost of the water-heater recently installed at St. Peter's Akaroa. Jo moved the above priorities for Board spending. **(Jo. Carried)** It was agreed that repairs and refurbishment of the picket fence outside the Hall will be undertaken by the RMC.
- **Hall Roof:** Jo noted that she had been advised by Helen Hayes of CCC that the work on the Hall roof submitted for by the RMC will be carried out during the year.
- **Water quality:** It was noted that people booking the Hall are being asked to bring their own drinking water. It was agreed that the Board should undertake testing of the water

periodically to ensure it is potable. (Jo/Jenny Inwood. Carried) Carol will arrange a water quality test through Hills Laboratory in Hornby.

- **Public toilet and sewerage system:** The single toilet is currently being supplemented by Portaloos. CCC are monitoring usage to see whether the unit is sufficient for the future. Board members reported that there are queues at weekends, but some visitors are using the facility as a changing room. It was noted that the existing structure has sufficient space for a changing area to be incorporated. Regarding the disposal system to be constructed at the domain, the RMC's position remains that the site by the mower shed is the preferred option for sewage disposal. The Board has registered its opposition to the sites proposed by CCC because they will require trenching across the playing field and also will position the disposal field too close to the Hall or walking tracks. Janis reported that this job has been allocated and will be carried out during the year.
- **History panel:** Carol has spoken to Gary Brittenden; however, he has no information to provide. Charlotte will look at the old minute books and liaise with Carol as necessary.

#### Treasurer's Report

Robin reported that the RMC's finances totalled \$11,209 as at 27<sup>th</sup> December 2018.

#### Any other business:

1. **Energy efficiency inspection:** Bruce reported that CCC's contractor had inspected the Hall's outside lights. Bruce said he will replace the internal lights with LEDs when needed.
2. **RMC's milled timber stored at the Inwood's:** There was discussion about whether the milled timber should be earmarked for weatherboard construction of a Hall extension for showers. Bruce said he did not think that the timber was of sufficient quality for building purposes. Board members did not think there would be enough demand for showers at the Hall to justify the project and that water supply might be an issue. Bruce reminded the RMC that Michael Brown and Russell Cross had offered to make new picnic tables for the Domain and foreshore from the timber as a contribution to the local community. It was agreed to take up this offer; Charlotte will write to Michael. CCC have provided paint for the existing picnic tables and Jo noted that a professional painter has offered to spray-paint the tables for free.
3. **Signage for curtain panel:** It was agreed that a label was needed for the framed silk screen-printed panel taken from the old curtains, to explain that it is the work of the former Le Bons Bay resident artist Elke Bergkessel and depicts Keller's Peak. Charlotte to action; Jo will arrange to get the notice laminated.

The meeting closed at 5pm

Awa-iti Reserve Management Committee Minutes

Date: Tuesday 12 February 2019

Time: 4.00pm

Venue: Little River Service Centre

Present: Tori Peden, Helen Hayes, Bruce King, Robert Burch, Dean White, Sheryl Stanbury, Will Rolton.

Apologies: Christian Couper, Liz Carter (it is with regret that Liz will be standing down from this committee)

**Confirmation of Previous Meeting Minutes:**

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

Tori/Dean

Carried

**Matters Arising:**

1. Dean will check with Liz re rent rise for School Reserve Block.
2. Footbridge still work in progress.
3. Drain digging still work in progress.
4. Sun Dial – Dean to look into having this repaired
5. The Latches on the main gates did use to work so Helen will look into original scope for the repairs and Dean will follow up with Grant Bunting.

**Financial:**

Bank Account as at 12/2/19 \$3732.82

- Sheryl to invoice the Banks Peninsula A & P Show \$300.00
- Sheryl to pay Bruce King \$200.00 for Garden Maintenance.

Tori/Bruce

Carried

**Correspondence:-**

IN: Email from Mandy re Osage tree and Main Gate Latches.

OUT: Email to Mandy re above.

**General Business:**

1. Tennis Courts – Will reported that a level survey is being done so they can understand the site, flooding etc. A designer will be put in place once testing is done. A basic cost will be drawn up with options of what the community would like to see.
2. Flood Protection re Tennis Court – Dean will forward all correspondence to Will that he has had with ECAN so we can get the ball rolling!
3. School Report – Awaiting removal of tank stand and still working on improvements to back entrance. It would be beneficial to have a contact at CCC so the School can book in their events to avoid double booking and dealing with mowing issues.
4. Coronation Library – CCC reviewing expressions of interests. May have to re-submit. Robert reported that the Trust has a solid interest in this and will be re-submitting.

5. Nature Park/Playcentre – Quotes received for fence, may need some earth works to flatten out line. Happy to leave pile for Reserve to chip into compost.
6. Fitness Equipment – This is going ahead and John Fitch will be our “go to man”. He will be going around RMC’s to discuss the plans. \$15000.00 has been given for this equipment to start with.
7. Civil Defence - Helen has nothing else to report at present.
8. Old fence around where Osage tree was – This needs to go and then be mowed. Dean will ask the Banks Peninsula A & P Show to remove the fence when they remove the old sheep yards. Helen will advise CCC re having the fence removed.
9. Stock Agent Shed in Sale Yards – Helen to contact Okains Bay Museum to see if they would be interested in taking the shed away and perhaps restoring it.
10. The Committee give permission for Little River School to remove their container from the School House to the Awaiti Domain at the back of the Tanker Shed.

Dean/Tori

Carried

**Meeting closed 5.10pm**

Next Meeting 30 April at 4pm at Service Centre





## 8. Correspondence - Lyttelton Public Toilets

Reference: 19/158697

Presenter(s): Liz Carter – Community Board Adviser

### 1. Purpose of Report

Correspondence has been received from:

Name	Subject
Mr E C Venes	Public Toilets in Lyttelton

### 2. Staff Recommendations

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

- [1. Receive the information in the correspondence report dated 04 March 2019, from Mr E C Venes.](#)

### Attachments

No.	Title	Page
A <a href="#">↓</a>	Banks Peninsula Community Board Correspondence - Public Toilets in Lyttelton - E C Venes - 11 February 2019	18

The Chairperson

Banks Peninsular Community Board

P. O. Box 73028

Christchurch 8015

11 Feb 2019

## Public Toilets in Lyttelton

I wish to draw your Boards attention to the paucity and condition of the public toilets in Lyttelton, in particular the toilets in Oxford Street adjoining the Information Centre

These toilets are dark, dingy and archaic and have been so for the last 10 years at least and probably do not conform to modern hygienic requirements. I believe that consideration should be given to their modernisation as a matter of urgency in order to meet the foreseeable increase in tourism following the construction of the Cruise Ship facilities in the Port.

Although not in a better central location, these toilets are ideally located for vehicle occupants as vehicles can park close by.

There are two toilets in the recently restored Library but only available to the public during Library opening hours

There is a single toilet in Albion Square and consideration could be given to enlarging this facility by adding on two or three cubicles for which there is ample space. This could be done as an alternative to or additional to the modernisation of the Oxford Street toilets

I trust that your Board will be in agreement that Lyttelton should provide decent and respectable toilets not only for its visitors but also its residents

Yours faithfully



Mr, E C Venes 8A Bridle Path  
Lyttelton  
8082



## 9. Correspondence - Childrens Bay Walkway

Reference: 19/185097

Presenter(s): Liz Carter – Community Board Adviser

### 1. Purpose of Report

Correspondence has been received from:

Name	Subject
Takamatua Ratepayers Assn.	Childrens Bay Walkway

### 2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the information in the correspondence report dated 04 March 2019, from the Takamatua Ratepayers Association.
2. Refer the correspondence to Parks staff with a request that they liaise with the Takamatua Ratepayers Association to progress this suggestion.

### Attachments

No.	Title	Page
A <a href="#">↓</a>	Takamatua Ratepyers Assn - Childrens Bay Walkway	22



c/o 7A Grassmere Street,  
Christchurch.  
17 February 2019

The Chair  
Christchurch City Council Lyttelton Akaroa Community Board  
Pam.richardson@ccc.govt.nz

Attention : Pam Richardson

Dear Pam ,

**Re : Childrens Bay Walkway**

As requested members of the Takamatua Ratepayers Association have looked at the area of the walkway that currently gets inundated at high or King tides.

The area of concern is a track that stretches about 60m along the water front, between two sections of raised up timber walkway. In winter the track becomes saturated with the run off from the slope above, and with the winds pushing water beyond the normal tide mark.



The tides also deposit debris along the walkway. There has been some discussion as to whether or not rocks could be used to protect the walkway along the foreshore.

It is clear that the walkway is vulnerable from inundation from water coming from both the uphill slope (to the right in the photo above) and the sea side. Rocks along the foreshore will not provide the required protection.

The solution needed is to join up the two sections of existing timber walkway.



The last 5-10 m of the existing walkways will need to be lifted and the new link section added to sit about 500mm above the track. Overall about 70m of board walk will be needed to complete the exercise.

As an aside, whilst we were inspecting the walkway, three separate groups passed us. This walkway is a very popular attraction in Akaroa. To make it useable all year round and in all tides is certainly a worthwhile investment.

Yours faithfully,

K.J. Simcock  
President  
Takamatua Residents and Ratepayers Association





## 10. Briefing - Whakaraupo Community Advisory Group

Reference: 19/188354

Presenter(s): Liz Carter – Community Board Adviser

### 1. Purpose of Report

The Board will be briefed on the following:

Subject	Presenter(s)	Unit/Organisation
Whakaraupō Community Advisory Group - To update the Banks Peninsula Community Board on establishing the Whaka-Ora Community Advisory Group and appointment of a Community Board representative.	Karen Banwell Programme Manager Healthy Harbour	Whaka-Ora Healthy Harbour Project

### 2. Staff Recommendations

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

1. Notes the information supplied during the Briefings.
2. Considers the appointment of a Banks Peninsula Community Board representative to the Whakaraupō Community Advisory Group.

### Attachments

No.	Title	Page
A <a href="#">↓</a>	Whakaraupo Community Advisory Group - Introduction	26
B <a href="#">↓</a>	Whakaraupo Community Advisory Group - Terms of Reference	28

## Whakaraupō Community Advisory Group

**Contact:** Whaka-Ora Whakaraupō/ Healthy Harbour Programme Manager – Karen Banwell

**Email:** [karen.banwell@healthyharbour.org.nz](mailto:karen.banwell@healthyharbour.org.nz) telephone: 027 253 3595

### **Purpose:**

To update the Banks Peninsula Community Board on establishing the Whaka-Ora Community Advisory Group and appointment of a Community Board representative.

### **Recommendation:**

The Community Board

- Appoint a representative to the Whaka-Ora Community Advisory Group.

### **1. Background**

Te Hapū o Ngāti Wheke, Environment Canterbury, Lyttelton Port Company, Christchurch City Council and Te Rūnanga o Ngāi Tahu (the Partners) have worked together to develop the Whakaraupō Catchment Management Plan - *Whaka-Ora Healthy Harbour*, which aims to restore the ecological and cultural health of the harbour.

The commitment to developing *Whaka-Ora Healthy Harbour* emerged from the Lyttelton Port Recovery Plan development process after extensive damage from the Canterbury Earthquake Sequence 2010-12. The Recovery Plan for the rebuild and improvement of the Port also outlined a commitment by the five parties to develop a catchment management plan in response to community submissions seeking to improve the health of the harbour.

A governance group was established with a representative from each of the partners to have oversight of the development of the Whakaraupō/Lyttelton Harbour Catchment Management Plan – *Whaka-Ora Healthy Harbour*. A working group with representatives from each partner, the community and zone committee contributed to the plan and provided advice on how to effectively engage with the Whakaraupō community. The working group was disestablished when the plan, *Whaka-Ora Healthy Harbour*, was finalised and launched in March 2018.

The appointed Programme Manager will coordinate the implementation of the plan and support the governance group. In 2019, the focus is on implementing the priority projects identified in the *Whaka-Ora Healthy Harbour Plan*. A community advisory group is to be established to assist with the implementation of the plan, see the attached Terms of Reference.

The representative from the Community Board and another from the Zone Committee will work together to select community representatives. Organisations will appoint their own members.

The community advisory group is expected to meet five to eight times a year, but more likely that former.

A hardcopy of the *Whaka-Ora Healthy Harbour Plan* will be available

**Attachment**

- Terms of Reference for the Whakaraupō Community Advisory Group.

WHAKARAUPŌ COMMUNITY ADVISORY GROUP  
TERMS OF REFERENCE

**Introduction**

Canterbury Regional Council, Lyttelton Port Company Limited, Te Hapū o Ngāti Wheke, Christchurch City Council and Te Rūnanga o Ngāi Tahu (the Partners) have agreed to work together in relation to a Whakaraupō/Lyttelton Harbour and its catchment in accordance with the philosophy of ki uta ki tai (from the mountains to the sea). With input from many others, they have prepared the Whakaraupō/Lyttelton Harbour Catchment Management Plan – *Whaka Ora Healthy Harbour*.

The purpose/kaupapa of Whaka Ora Healthy Harbour is to “restore Whakaraupō/Lyttelton Harbour so that all those who call the area home can engage in mahinga kai practices, from the mana whenua of Ngāti Wheke, through to the locals living in the harbour and those who visit from elsewhere either for work or leisure, through to the Port and its community of workers”.

The Whāinga or goals of Whaka Ora Healthy Harbour are abundant and healthy native species and ecosystems, and a community that is inter-connected and engaged with the harbour and take pride in their roles as active guardians. The full wording of the whāinga/goals is attached.

The Partners have established a Governance group to oversee and champion the development and implementation of *Whaka Ora Healthy Harbour* and to approve the allocation of funds. A project co-ordinator has been appointed to oversee implementation of the plan. The Partners want to see the plan delivered and led collaboratively by the partners and the community. A Community Advisory Group is being established to work alongside the project co-ordinator as a mechanism for community influence and alignment of projects.

Membership will include both local community members and staff from agencies who are active in implementing projects in Whakaraupō.

**Purpose of the Community Advisory Group**

- To provide advice on how best to advance the purpose and goals of *Whaka Ora Healthy Harbour* through the projects set out in the catchment management plan.
- To advise how the implementation of *Whaka Ora Healthy Harbour* can be linked into, build on and initiate community-led projects.

**Function of the Community Advisory group**

The Group will:

- advise the project co-ordinator in the preparation and reporting on work programmes
- bring local information on existing and potential projects, and help identify which ones can best achieve the objective of the plan
- identify opportunities for alignment among projects
- bring an understanding of the local community – its dynamics and leadership
- be a touchstone locally for the plan
- advise on communication about the plan and projects.

From time to time, the Governance group may seek advice from the community advisory group, and the community advisory group will be able to provide ideas and feedback to the Governance group.

**Operating philosophy**

To work in accordance with the three pou of the catchment management plan:

- Change making - *Whaka Ora Healthy Harbour* aims to guide and support changemakers in actions that will have a positive impact on our harbour.
- Mō tātou, ā, mō kā uri ā muri ake nei. For us and our children after us - *Whaka Ora Healthy Harbour* will provide a platform for future gains which will then be taken forward by the next generation of people invested in the future of Whakaraupō/ Lyttelton Harbour.
- Collaboration - *Whaka Ora Healthy Harbour* will give preference to actions and ideas that involve or bring together multiple groups to achieve outcomes.

#### Membership

The membership will be approved by the Whakaraupō Governance group in consultation with residents' associations and will comprise:

##### Community members

- A member of Banks Peninsula Zone Committee
- A Banks Peninsula Community Board member
- A representative from the Lyttelton Community
- A representative from the Head of the harbour community
- A representative from southern communities – Charteris Bay to Pūrau

##### Agency (operational) staff from

- Department of Conservation
- CCC - Reserves and Roding
- Environment Canterbury – Zone Delivery
- Lyttelton Port Company
- Banks Peninsula Conservation Trust
- Manawhenua

The membership will be reviewed every two years.

Note - The representative from the Community Board and another from the Zone Committee will work together to select community representatives. Organisations will appoint their own members.

#### Meetings and support

Meetings will be called by the project co-ordinator. The group is expected to meet approx. four times per annum.

#### Meeting Fees

Community members will be eligible for a meeting fee of \$100 per meeting attended.

Date - TBD

#### Whaka Ora Healthy Harbour Whāinga/Goals

- **Abundant** In the future there will be an abundance of native species within the Whakaraupō/Lyttelton Harbour catchment. This will be both in terms of the diversity of native species present, and the size of these populations. People of all ages and abilities will be able to go down to the shore and gather shellfish, and fishermen will always come home with enough for their families. Native birdsong will be an everyday sound, and penguins and dolphins will be commonplace in the harbour. Native plants will cover the landscape from giant tōtara, through to harakeke and raupō.
- **Healthy** A healthy Whakaraupō/Lyttelton Harbour means that people do not have to think twice about eating kai that they have caught from the harbour or sourced from the land. It means that we can see fish as they swim past the jetties, flocks of fat birds flying across the harbour, and native plants growing lush and green. Our waterways will be planted, thriving ecosystems, and sedimentation, pest species and pollution will not be stunting the growth of species.
- **Interconnected** The community will continue to be interconnected and engaged with Whakaraupō/Lyttelton Harbour, and locals and visitors of all abilities are able to easily access natural recreation and mahinga kai sites. People can be found walking on the beach, swimming in the harbour, or out on the water in boats and watercraft of all kinds. Locals take pride in their roles as active guardians of the harbour and come together through many grassroots initiatives. They are passionate about the future of their home – ensuring that visitors and future generations can experience what makes this place special.

## 11. Proposal to enter into a Conservation Covenant - 27 Hunters Road Diamond Harbour

Reference: 18/1144855

Presenter(s): Angus Smith – Manager Property Consultancy

### 1. Purpose and Origin of Report

#### Purpose of Report

- 1.1 The purpose of this report is for the Banks Peninsula Community Board to consider options to protect and enhance indigenous biodiversity in Sams Gully and Morgans Gully, Diamond Harbour.

#### Origin of Report

- 1.2 This report is staff generated in response to Banks Peninsula Community Board resolution BKCB/2017/00137 on 25 September 2017:

*Support in principle, and request that staff provide information on, the request from the Diamond Harbour Reserve Management Committee to include Morgans Gully and Sams Gully under its area of responsibility and, if appropriate, how that request can be actioned.*

*Request that staff provide information on how Morgans Gully and Sams Gully could continue to be protected as reserve areas into the future.*

### 2. Significance

- 2.1 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
- 2.1.1 The level of significance was determined by assessing the impact of the decisions in this report against the worksheet for recording assessments.
- 2.1.2 The community engagement and consultation outlined in this report reflect the assessment.
- 2.1.3 The level of significance has been determined as low using the Council's assessment matrix because this decision is a local issue that is supported by the Diamond Harbour Reserves Committee and has no detrimental impacts.

### 3. Staff Recommendations

That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board receives the information in this report and:

1. Requests the Reserves Officer Subcommittee to take all necessary steps to enter into a covenant under section 77 of the Reserves Act 1977 to manage, so as to enhance and preserve the natural environment, landscape and wildlife habitat of Sams Gully and Morgans Gully as identified in the attached plan as Covenant Areas 1 and 2, and
2. Requests that the roles and responsibilities for the day to day management of Covenant Areas 1 and 2 be formally established and incorporated into the Terms of Reference for Reserves Management Committee when they are next reviewed. The roles and responsibilities to include an acknowledgement that there is intent to consider entering into a Conservation Covenant over suitable parts of Covenant Area 3.

## 4. Key Points

4.1 This report supports the [Council's Long Term Plan \(2018 - 2028\)](#):

4.1.1 Activity: Parks & Foreshore

- Level of Service: 6.3.10.0 Implement a Restoration Programme for threatened indigenous ecosystems - Year on year increase in indigenous species at target sites.

4.2 The following feasible options have been considered:

- Option 1 – Enter into a covenant under Section 77 of the Reserves Act 1977 (the Act) to enhance indigenous biodiversity in Sams and Morgans Gullies. (preferred option)
- Option 2 – Do nothing i.e. continue to work with the Diamond Harbour Reserve Management Committee and local community to manage and enhance the indigenous biodiversity in Sams and Morgans Gullies.
- Option 3 – Declare the land as reserve under the Reserves Act 1977

4.3 Option Summary - Advantages and Disadvantages (Preferred Option)

4.3.1 The advantages of this option include:

- Aligns with the aims and objectives of the Community Board and Diamond Harbour Reserves Management Committee
- Binds the land on the terms and conditions listed in the covenant
- Clearly identifies the subject land
- Is registered against the title
- Is reasonably expedient to do i.e. 6 months
- Can be for a specific term or in perpetuity
- Provides for a means of enforcement
- Sets out clear expectations
- Is consistent with the Councils biodiversity strategy

4.3.2 The disadvantages of this option include:

- Funding of up to \$10,000 is required to prepare necessary plans and documents and for staff time.

## 5. Context/Background

5.1 Sams Gully and Morgans Gully are part of the land held in Record of Title CB12F/538 and are owned by the Christchurch City Council in fee simple. The total area of land in Computer Freehold Register CB12F/538 is 38.9 hectares and is the balance of approximately 148 hectares that was acquired by the Lyttelton Borough Council in 1914. The two gullies have a combined area of approximately 13 hectares.

5.2 Over the years successive Councils have subdivided parts of the land for development. Although parts of the 38.9 hectares remaining would be suitable for housing development the two gullies are steep and are considered unsuitable for such a purpose. It is likely that these gullies would vest as reserves if and when the land is developed, however this cannot be guaranteed. The



terrain of the third gully may in part lend itself to residential development but this is yet to be determined.

- 5.3 This land is one of the properties that are part of the ongoing “Property Review Process”. On the 26 June 2017 the Board received a staff report seeking resolutions on various properties under review in the Banks Peninsula area. The Community Board sought additional information and subsequently resolved to

5.3.1 *Receive the information in the report.*

5.3.2 *Refer the issue to a Board workshop process.*

5.3.3 *Note that the final report containing the outcome of the process will come back to the Board for recommendation to Council.*

- 5.4 Whilst the process and the report back to the Board referred to in paragraph 5.3 had not yet been completed at the time of writing this report it is expected the recommendation for the whole of the land located at 27 Hunters Road will be to retain it for strategic purposes and to protect the gullies.
- 5.5 In addition to the above resolutions in paragraph 5.3 on the 25 September 2017 the Board passed the resolutions in paragraph 1.2 in response to a deputation from the Diamond Harbour Reserves Management Committee.
- 5.6 For several years the Diamond Harbour Reserve Management Committee in liaison with Councils Park Rangers and the local community has been undertaking several projects in the gullies including fencing and plantings with the aim of protecting and enhancing indigenous biodiversity.
- 5.7 These works have not only involved the Diamond Harbour Reserve Management Committee and Park Rangers, the local school and community members have also been involved in plantings and maintenance work.
- 5.8 Although the works mentioned in the above two paragraphs contribute to enhancing indigenous biodiversity there is nothing in place to ensure permanent protection of the gullies and the works undertaken.
- 5.9 In response to the resolutions in paragraph 1.2, staff are providing information on possible solutions that will protect the gullies for the foreseeable future and would sit comfortably with the belief that the gullies could vest as reserve in the future and remain in Council ownership.

## Other Matters of Interest

### Grazing Licence

- 5.10 For a number of years the Council has grazed all of the land (excluding Covenant Areas 1 & 2), the grazed land includes that area of land shown as Covenant Area 3. It is proposed to allow the continued grazing of this area in a like manner to that which already occurs with an acknowledgement that at some point in time the Council may enter into a further conservation covenant over all or part of this 3<sup>rd</sup> area depending on its suitability for residential development and reserve land requirements.

**Future Development**

- 5.11 It is noted housing within the Christchurch City Council area has ample supply to meet existing demand and will potentially remain that way for a number of years. In other words there appears to be little pressure on Council to consider residential development for this site.
- 5.12 Therefore there are no development plans for the land at present, however in keeping with previous Council developments it is considered that a residential subdivision may be an option in the future.
- 5.13 If and when the land is developed it will provide Council with a further opportunity to consider the future of the third covenant area and whether to vest all covenant areas as reserves subject to the Reserves Act 1977

## 6. Option 1 – Enter in Covenant under Section 77 of the Reserves Act 1977 (preferred)

### Option Description

- 6.1 Section 77 of the Reserves Act 1977 provides for registration of a covenant to protect the indigenous vegetation and wild life on privately owned land.
- 6.2 Covenants of this nature, although not widely used, provide a mechanism to manage land so as to preserve the natural environment, or landscape amenity, or wildlife or freshwater or marine life habitat or historical value.
- 6.3 These covenants can either be for a fixed term or in perpetuity, are a high level document that sets out aspirations, can be registered against the title and have enforcement mechanisms prescribed under the Act.
- 6.4 It is envisaged that in support of the Covenant the Terms of Reference for Reserve Management Committees will ultimately be amended to set out the roles, responsibilities and expectations for the day to day management of the gullies. For example it could outline the process for liaison between Council staff and the Reserve Management Committee and include a programme to enhance the natural aspects of the gullies, i.e. native plantings and pest removal plus it can highlight the Councils intent to consider Area 3 for a conservation covenant in future. Until the Terms of Reference are amended, a formal letter covering these issues will be provided to the Reserve Management Committee.
- 6.5 The covenant and Terms of Reference approach is favoured by staff because in the first instance it preserves the ability to achieve the highest and best result if the land is developed, formalises the existing arrangements for the day to day management of Sams and Morgans Gullies and at the same time affords a high degree of protection. This approach clearly flags that Council will consider the conservation values of area 3 if and when the land is developed, if it has not already done so by that time.

### Significance

- 6.6 The level of significance of this option is low and consistent with section 2 of this report.
- 6.7 There is no level of engagement required for this option.

### Impact on Mana Whenua

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

### Community Views and Preferences

- 6.9 The Diamond Harbour Reserve Management Committee is specifically affected by this option due to its past and present involvement with the land, this matter has been discussed with some of the members of the Diamond Harbour Reserves Management Committee and they are supportive of the proposal.

### Alignment with Council Plans and Policies

- 6.10 This option is consistent with Council's Plans and Policies - In the Biodiversity Strategy the Council has set about to protect, maintain and restore our natural environment with the help of organisations, groups and individuals ensuring our environment and natural resources are here not only for us but for our children and future generations.

### Financial Implications

- 6.11 Cost of Implementation – Estimated \$10,000
- 6.12 Maintenance / Ongoing Costs – Operational expenditure

6.13 Funding source – Parks and Open Spaces (to be confirmed)

#### Legal Implications

6.14 There is not a legal context, issue or implication relevant to this decision

6.15 This report has not been reviewed and approved by the Legal Services Unit

#### Risks and Mitigations

6.16 There is no risk in implementing this option because it will provide certainty moving forward.

#### Implementation

6.17 Implementation dependencies - budget being made available

6.18 Implementation timeframe – 6 months

6.19 Council has delegated the authority to enter into conservation covenants to the Reserves Officer Subcommittee. This subcommittee consists of any two of the Head of Parks, Manager (Property Consultancy) and Head of Three Waters. Should the Board favour a conservation covenant, then Property staff would prepare an appropriate document and submit this to the Subcommittee for approval.

#### Option Summary - Advantages and Disadvantages

6.20 Option Summary - Advantages and Disadvantages (Preferred Option)

6.20.1 The advantages of this option include:

- Aligns with the aims and objectives of the Community Board and Diamond Harbour Reserves Management Committee
- Binds the land on the terms and conditions listed in the covenant
- Clearly identifies the subject land
- Is registered against the title
- Is reasonably expedient to do i.e. 6 months
- Can be for a specific term or in perpetuity
- Provides for a means of enforcement
- Sets out clear expectations
- Is consistent with the Council's biodiversity strategy

6.20.2 The disadvantages of this option include:

- Funding of approximately \$10,000 is required to prepare necessary plans and documents and for staff time.

## 7. Option 2 – Do nothing

#### Option Description

7.1 This option keeps the status quo, the Community Board will continue to work with the Diamond Harbour Reserve Management Committee, local community and staff to manage and enhance the indigenous biodiversity in Sams and Morgans Gullies.

#### Significance

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

7.3 There are no engagement requirements for this level of significance.

### Impact on Mana Whenua

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

### Community Views and Preferences

- 7.5 The Diamond Harbour Reserve Management Committee is specifically affected by this option due to its past and present involvement with the land, this matter has been discussed with the Diamond Harbour Reserves Management Committee representatives who are supportive of Option 1.

### Alignment with Council Plans and Policies

- 7.6 This option is inconsistent with Council's Plans and Policies
- 7.6.1 Inconsistency – Not aligned with the Biodiversity Strategy
- 7.6.2 Reason for inconsistency - In the Biodiversity Strategy the Council has set about to protect, maintain and restore our natural environment with the help of organisations, groups and individuals ensuring our environment and natural resources are here not only for us but for our children and future generations.
- 7.6.3 Amendment necessary – none because this is not the preferred option

### Financial Implications

- 7.7 Cost of Implementation - None
- 7.8 Maintenance / Ongoing Costs – Operational expenditure
- 7.9 Funding source – Parks & Open Spaces

### Legal Implications

- 7.10 There is not a legal context, issue or implication relevant to this decision
- 7.11 This report has not been reviewed and approved by the Legal Services Unit

### Risks and Mitigations

- 7.12 There is a risk that by doing nothing, uncertainty over the future of the two gullies will continue. Although considered extremely unlikely this may result in residential development on the land.
- 7.12.1 Residual risk rating: The residual rating of the risk after the below treatment(s) is low
- 7.12.2 If this option is pursued the current situation in relation to the gullies will remain the same

### Implementation

- 7.13 Implementation dependencies - None
- 7.14 Implementation timeframe - None

### Option Summary - Advantages and Disadvantages

- 7.15 The advantages of this option include:
- No financial impact
  - Maintains the status quo
  - Provides for flexibility around future decisions affecting the land

7.16 The disadvantages of this option include:

- Does nothing to improve certainty
- Council could be seen as not being interested in protecting indigenous species
- Is not aligned with the aims and objectives of the Community Board and Diamond Harbour Reserves Management Committee

## 8. Option 3 - Declare the area as reserve under the Reserves Act 1977

### Option Description

8.1 This option requires Council to follow the statutory process as set out in the Reserves Act 1977.

### Significance

8.2 The level of significance of this option is low and consistent with section 2 of this report

8.3 There are no levels of engagement requirements for this level of significance, however public advertisement is required under the Reserves Act 1977 if this option is adopted.

### Impact on Mana Whenua

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

### Community Views and Preferences

8.5 The Diamond Harbour Reserve Management Committee is specifically affected by this option due to its past and present involvement with the land, this matter in general has been discussed with the Diamond Harbour Reserves Management Committee representatives.

### Alignment with Council Plans and Policies

8.6 This option is consistent with Council's Plans and Policies - In the Biodiversity Strategy the Council has set about to protect, maintain and restore our natural environment with the help of organisations, groups and individuals ensuring our environment and natural resources are here not only for us but for our children and future generations.

### Financial Implications

8.7 Cost of Implementation – Estimated to be \$15,000 plus because of the additional work and public consultation required by the Reserves Act 1977

8.8 Maintenance / Ongoing Costs – Operational expenditure

8.9 Funding source – Open Space and Parks

### Legal Implications

8.10 There is not a legal context, issue or implication relevant to this decision

8.11 This report has not been reviewed and approved by the Legal Services Unit

### Risks and Mitigations

8.12 There is a risk that public notification required by the Reserves Act 1977 will result in objections to the land being declared to be reserve. This may result in the Council being unable to administer the land in keeping with its wishes to protect and enhance indigenous biodiversity.

8.12.1 Residual risk rating: The residual rating after the below treatment is implemented will be low.

8.12.2 Whilst it is not unusual to receive objections when public advertisement occurs, often objections are withdrawn after discussions with the objector, this however is not always the case.

### Implementation

8.13 Implementation dependencies - Approval of the Minister of Conservation

8.14 Implementation timeframe – 1 year

### Option Summary - Advantages and Disadvantages

8.15 The advantages of this option include:

- Is a permanent solution
- Would declare the land to be reserve under the Reserves Act 1977
- Likely to have support of the Community Board and Diamond Harbour Reserves Management Committee.

8.16 The disadvantages of this option include:

- Funding of approximately \$15,000 plus is required to prepare necessary plans and documents and for staff time.
- Does not provide flexibility around future decisions affecting the land
- Requires public consultation which may result in objections
- Requires approval of a third party, i.e. The Minister of Conservation
- Is not easily reversible.

## 9. Option Analysis

9.1 Option 1 is preferred over Options 2 & 3 because it provides protection for the gullies in a shorter time frame, can be achieved at an acceptable cost, will give the Diamond Harbour Reserves Management Committee and the Community Board certainty and signals Councils intent to preserve the gullies in perpetuity. It will not prevent the gullies vesting as reserve at a later date if that is required.

## Attachments

No.	Title	Page
A <a href="#">↓</a>	RPS1331-01 ODP Proposed Covenant and Walking Areas Dec 2015 R1	41

## Confirmation of Statutory Compliance

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

(a) This report contains:

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

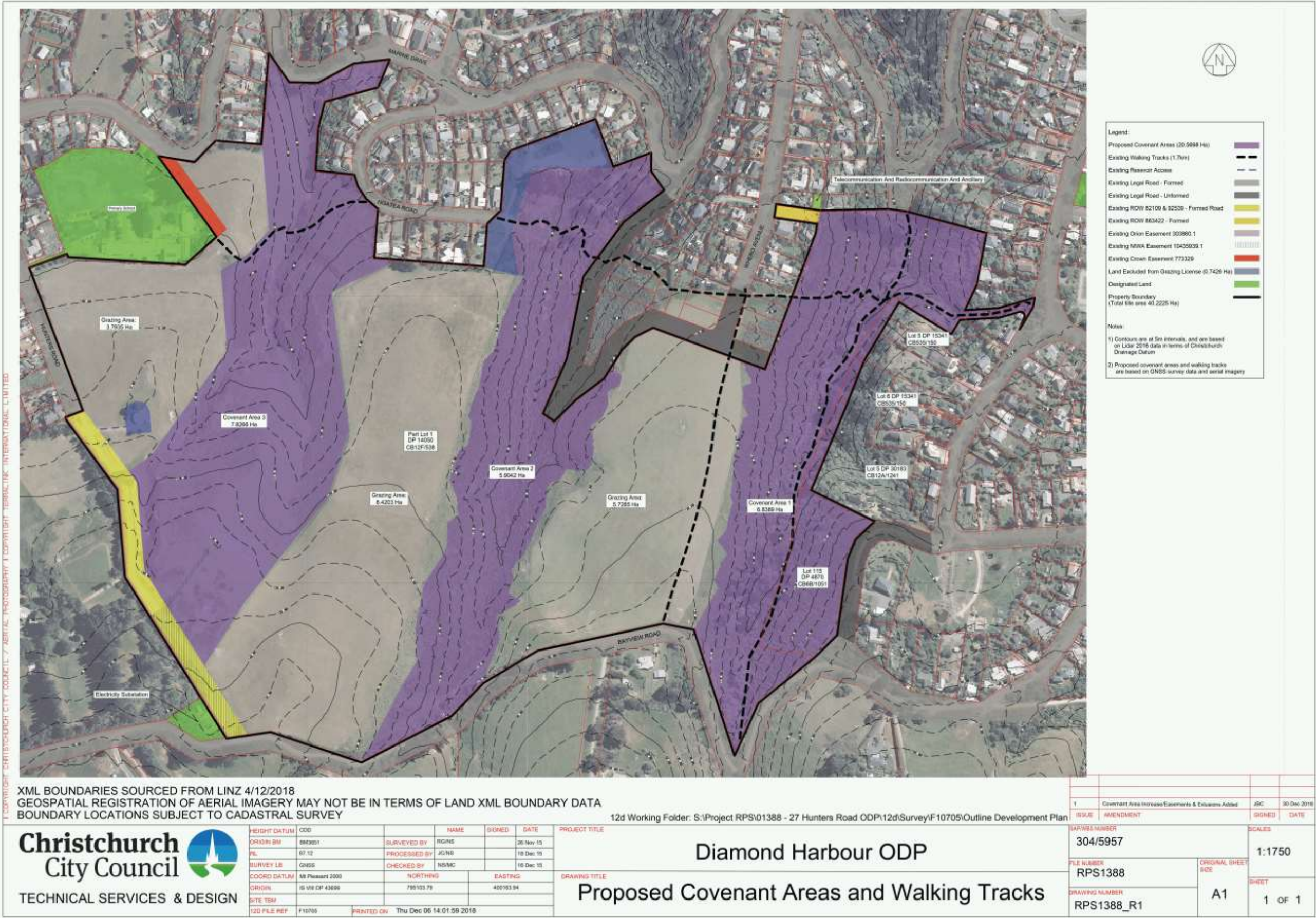
(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

## **Signatories**

<b>Author</b>	Stuart McLeod - Property Consultant
<b>Approved By</b>	Angus Smith - Manager Property Consultancy Bruce Rendall - Head of Facilities, Property & Planning Anne Columbus - General Manager Corporate Services

**Item 11**









## 12. Election of a Deputy Chairperson

Reference: 19/166384

Presenter(s): Liz Carter – Community Board Advisor

### 1. Purpose of Report

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

### 2. Staff Recommendations

That the Banks Peninsula Community Board:

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

### 3. Key Points

- 3.1 The Deputy Chairperson of the Banks Peninsula Community Board, Jed O'Donoghue, has advised that he wishes to resign from the position. He has also advised that he is happy to continue as Deputy Chairperson until another Board member is formally appointed to the position.

#### Introduction

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

*"System A –*

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

(b) *has the following characteristics:*

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

*System B –*

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

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

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

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

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

3.7 Nominations for the position of deputy chairperson are called for.

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

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

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

#### **System A**

##### **Example 1**

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

##### **Example 2**

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

#### **System B**

##### **Example 1**

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

**Example 2**

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

**Attachments**

There are no attachments for this report.

**Signatories**

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



## 13. 2019 Community Boards Conference - Board Members' Attendance

Reference: 19/135464

Presenter(s): Liz Carter – Community Board Adviser

### 1. Purpose of Report

- 1.1 The purpose of this report is to seek approval for members of the Te Pātaka o Rākaihautū/Banks Peninsula Community Board (the Board) to attend the 2019 Community Boards Conference in New Plymouth from 11-13 April 2019.

### 2. Staff Recommendations

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

1. Receive the information in the report.
2. Approve the attendance of interested Board members at the 2019 Community Boards Conference at the Devon Hotel in New Plymouth.

### 3. Key Points

- 3.1 The conference is being held at the Devon Hotel, New Plymouth from 11-13 April 2019.
- 3.2 The theme for the conference is 'Community Boards in a Time of Change'. There will be a diverse range of guest speakers as well as interactive workshops, aimed at providing delegates to participate fully and take away ideas that they can implement within their own environment.
- 3.3 The New Zealand Community Boards Executive Committee will also offer the Best Practice Awards which recognise significant contributions made by community boards to the process of achieving excellence in local governance. The awards scheme was developed as a learning tool for quality improvement in the functioning of community boards and allows boards to showcase projects and initiatives that have made a difference in the community.
- 3.4 The conference registration fee for each attendee is \$855 for registration. This cost covers attendance at all conference business sessions and workshops and catering as indicated in the programme. Accommodation ranges between \$179 and \$183 per room per night. Delegates are responsible for organising their own travel to and from New Plymouth, so this would be an additional cost of (approximately) up to \$400. A total of approximately \$1,800 per attendee.
- 3.5 Attendance at the conference will be subject to available budget.

### 4. Outcomes

While attending the conference, delegates can expect to:

- 4.1 Network, exchange ideas and build strong relationships with other Community Board Members and councils.
- 4.2 Learn from an extensive range of keynote speakers covering topics relevant to current issues faced by the Banks Peninsula Community Board.

## Attachments

No.	Title	Page
A <a href="#">↓</a>	Programme - 2019 Community Board Conference	49

## Signatories

<b>Author</b>	Fiona Smith - Support Officer
<b>Approved By</b>	Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa



## PROGRAMME

5 February 2019



Thursday 11 April	
1pm	Optional tours depart
5.45pm	Coaches depart The Devon to Len Lye
6pm	<b>Welcome function</b>   Registration open. Venue: Len Lye
7.30pm	Coaches return from Len Lye to The Devon
	Free evening
Friday 12 April	
8am	<b>Registration open</b>   Pre session tea and coffee. Venue: Foyer Lounge
8.30am	<b>Mihi Whakatau</b>
9am	Conference Opening <b>Neil Holdom</b> (New Plymouth Mayor)
9.15am	Plenary: Looking forward, encouraging youth and talent <b>Darren Pratley</b>
10am	Plenary: Engaging with the Maori community <b>Puna Wano-Bryant, Wharehoka Wano</b>
10.45am	<b>Morning tea</b>
11.15am	Plenary: Taranaki Mounga Project <b>Sean Zeiltjes</b>
12pm	Plenary: The important role of Youth Voice Groups locally and regionally <b>Sarah Colcord</b>
12.45pm	<b>Lunch</b>
1.45pm	Plenary: Local Government update Minister for Local Government, <b>Nanaia Mahuta</b>
2.30pm	Award participants presentations 3 – 4 minutes each
3.15pm	<b>Afternoon tea</b>
3.45pm	1. Building strong Te Ao Maori relationships <b>Puna Wano-Bryant, Wharehoka Wano</b>
Concurrent workshops	2. Towards Predator-Free Taranaki <b>Toby Shanley</b>
	3. Age friendly communities <b>Diane Turner, Julia Tinga</b>
	4. Community Emergency Planning <b>Ben Ingram</b>
5.15pm	Close
7.00pm	<b>Conference dinner and Best Practice Awards.</b> Venue: Grand Auditorium, The Devon
Saturday 13 April	
8.00am	<b>Registration open</b>   Pre session tea and coffee. Venue: Foyer Lounge
8.30am	NZCBC Update Chair of NZ Community Boards, <b>Mick Lester</b>
8.45am	LGNZ Update President of LGNZ, <b>Dave Cull</b>
9.15am	LGNZ Localism Project CEO of LGNZ, <b>Malcolm Alexander</b>
9.45am	Plenary: Setting the foundations for community development <b>Shay Wright</b>
10.30am	<b>Morning tea</b>
11.00am	1. Title tbc <b>Shay Wright, Sarah Colcord</b>
Concurrent workshops	2. Rural Connectivity Group – RB12 and Mobile Black Spots Programme <b>Caitlin Metz</b>
	3. Are we People Friendly enough? <b>Lance Girling Butcher</b>
12.30pm	<b>Lunch</b>
1.30pm	Plenary: Active aging <b>Natalie Jackson</b>
2.15pm	Plenary: Thinking about Education to Employment <b>Warwick Foy</b>
3.00pm	Conference wind up
5.30pm	<b>Post conference BBQ.</b> Venue: Sculpture Garden, The Devon



## 14. Banks Peninsula 2019/20 Board Projects Funding Report

Reference: 19/120576

Presenter(s): Philipa Hay, Community Development Adviser

### 1. Purpose and Origin of Report

#### Purpose of Report

- 1.1 The purpose of this report is for the Te Pātaka o Rākaihautū/Banks Peninsula Community Board to consider whether it wishes to submit any Board projects to the Banks Peninsula 2019/20 Strengthening Communities Fund for consideration.

#### Origin of Report

- 1.2 This report is staff generated as part of the 2019/20 funding round process.

### 2. Significance

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

### 3. Staff Recommendations

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

1. Decides to fund any Community Board Projects it identifies for the 2019/20 year through its 2019/20 Discretionary Response Fund.

### 4. Key Points

- 4.1 Each year each community board is able to identify and fund projects it would like to deliver or community initiatives it would like to support in its local community, particularly those which help achieve outcomes identified in its community board plan. Board projects need to be agreed as part of Unit work programmes.
- 4.2 Board projects may be allocated from either the Discretionary Response Fund (DRF) or the Strengthening Communities Fund (SCF). During this triennium the Banks Peninsula Community Board has allocated funds each year from its Discretionary Response Fund (DRF) for the board projects it has identified.
- 4.3 Information contained in this report outlines the benefits and/or limitations of allocating funds from each of the schemes.
- 4.4 Attachments to this report include a list of board projects from the Banks Peninsula area that were funded in the previous three years, and a list of possible projects the Board may like to consider.
- 4.5 As was the case for the previous two years, the Board will decide for the 2019/20 (coming) year the size of the SCF and the remaining funds available for allocation will be allocated from its 2019/20 DRF throughout the year. Prior to this, the size of each of these Board funds was set by the Council.

- 4.6 The amount available for allocation by the Banks Peninsula Community Board for the 2019/20 year has yet to be set.

## 5. Context and Background

### Allocating Board Projects from the Board's 2019/20 Discretionary Response Fund

- This fund has broader criteria than the SCF. It is more flexible as to how it can be used and has open timeframes for applications. Therefore it allows more scope than SCF for board projects.
- The DRF is not a contestable fund as such. Applications are allocated on their merits when they have been submitted and until the fund is closed – either at the end of the financial year (30 June each year) or when funds are depleted.
- Allocating from DRF will allow more time to assess and develop project scopes for the board projects identified. Applications to SCF are currently being accepted.
- Directly funding from DRF will allow more flexibility when board projects are under (or over) spent. As the DRF runs along the same timeline as the Council's financial year, funds can be reallocated back to the DRF to be utilised by the Board for community grants, or topped up if further unforeseen funds are required.

### Allocating Board Projects from the Board's 2019/20 Strengthening Communities Fund

- Funding board projects from SCF requires the Board to allocate funds in competition with those from community organisations.
- The funding year for SCF does not align with the Council's financial year, and reporting on the financial aspect of projects will not align with the timeframes for the projects. This incurs extra staff time to track, accrue and report on projects.
- SCF is open for applications from today until 9 April. The Board will need to decide on the projects it wishes to put forward for SCF funding at this meeting of the Board.
- If the Board decides to fund board projects from its 2019/20 SCF, the attached lists are included to provide information to help identify board projects it may like to consider submitting for the 2019/20 year.

## Attachments

No.	Title	Page
A <a href="#">↓</a>	Possible Board Projects for 2019-20	54
B <a href="#">↓</a>	Community Board Projects from the Banks Peninsula Area 2016-17 to 2018-19	55

## Confirmation of Statutory Compliance

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

(a) This report contains:

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

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

### **Signatories**

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

**Attachment A – Possible Board Projects for 2019/20**  
Banks Peninsula Community Board

Council Unit	Project (Brief description)	Amount
Community Support, Governance and Partnerships Unit	<p><b>Summer with your Neighbours</b></p> <p>"Summer with your Neighbours" formerly known as Neighbourhood Week will be held from October/November 2018 to the end of March 2019 coinciding with Neighbours Day Aotearoa.</p> <p>Individuals and community groups hold a variety of small neighbourhood events in their local areas. This helps neighbours and communities to get to know each other and enhances community and neighbourhood safety as a result.</p>	\$3,000
Community Support, Governance and Partnerships Unit	<p><b>ANZAC Day Services</b></p> <p>Services take place in Lyttelton, Little River and Akaroa, and in Diamond Harbour until recently. Every year, these ceremonies are attended by a large number of community members. It is an opportunity for people to gather together to commemorate an important day in New Zealand's history, and recognise sacrifices made by community members.</p>	\$2,000
Community Support, Governance and Partnerships Unit	<p><b>Reserve Management Committees (RMCs) Activity Costs</b></p> <p>This funding is to cover costs for RMCs in undertaking the co-ordination aspects of their role – this could include contributions towards venue hire, speakers' costs, stationery, volunteer reimbursements.</p>	\$1,500
Community Support, Governance and Partnerships Unit	<p><b>Edible Garden Awards</b> (Previously in Lyttelton/Mt Herbert only)</p> <p>These Awards celebrate individuals, schools and communities who are involved in growing their own food. This Board initiative acknowledges not only the direct health and economic benefits of growing and harvesting food but also the community connectedness and resilience that comes from toiling together for a common goal. Edible Garden Awards are held in conjunction with the Canterbury Horticultural Society. The awards are considered triennially and were first held in Lyttelton/Mt Herbert in 2013/14.</p>	\$3,500



**Attachment B – Community Board Projects History 2016/17 – 2018/19**  
for the Banks Peninsula Area

**2016/17**

Council Unit	Project	Amount
<b>Lyttelton/Mt Herbert - SCF</b>		
Community Support, Governance and Partnerships Unit	Neighbourhood Week	\$2,000
Community Support, Governance and Partnerships Unit	ANZAC Day Services	\$750
Community Support, Governance and Partnerships Unit	Edible Garden Awards (held triennially)	\$3,500
Community Support, Governance and Partnerships Unit	Rainbow Youth Mardi Gras	\$4,000
<b>Akaroa/Wairewa - SCF</b>		
Community Support, Governance and Partnerships Unit	Neighbourhood Week	\$1,000
Community Support, Governance and Partnerships Unit	ANZAC Day Services	\$1,200
Community Support, Governance and Partnerships Unit	Community Board Communications	\$2,000

**2017/18**

Council Unit	Project	Amount
<b>Banks Peninsula DRF</b>		
Community Support, Governance and Partnerships Unit	Summer With Your Neighbours	\$3,000
Community Support, Governance and Partnerships Unit	ANZAC Day Services	\$2,000
Community Support, Governance and Partnerships Unit	Community Service Awards (held triennially)	\$3,000
Community Support, Governance and Partnerships Unit	Reserve Management Committees' Activity Costs	\$1,500

2018/19

Council Unit	Project	Amount
<b>Banks Peninsula DRF</b>		
Community Support, Governance and Partnerships Unit	Summer With Your Neighbours	\$3,000
Community Support, Governance and Partnerships Unit	ANZAC Day Services	\$2,000
Community Support, Governance and Partnerships Unit	Reserve Management Committees' Activity Costs	\$1,500



## 15. Te Pātaka o Rākaihautū/Banks Peninsula Community Board Area Report - March 2019

Reference: 19/106657

Presenter(s): Penelope Goldstone - Community Governance Manager  
Joan Blatchford - Community Governance Manager

### 1. Purpose of Report

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

### 2. Staff Recommendations

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

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

### 3. Community Board Activities and Forward Planning

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

##### 3.1.1 Maintenance at Corsair Bay

Diana Harrison, a resident of Corsair Bay, spoke to the Board at a Public Forum at its 4 February 2019 meeting 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 what she believed to be in 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.

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

The Board decided to:

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.

Please refer below to the staff reply regarding Items 1-2.

*Efforts have been made to ensure Corsair Bay is up to an expected standard during the busiest time of the year. Areas are in process of changing from informal (meaning five cuts per annum) to amenity (meaning up to 26 cuts per annum). This includes the terraced area with two picnic tables (see below image).*



*A damaged drinking fountain, which had been an ongoing issue, has now been repaired (see below image).*



*A long term (approximately eight years) leak issue below the retaining wall on the beach has now been successfully resolved and remediation of the turf area is now underway (see below images).*



*In general Corsair Bay is now in a much improved state with all facilities able to be used by the public (see below image).*





### 3.1.2 Illegal Tracks on Council Land

At its 17 December 2018 meeting the Board requested a discussion with staff regarding options for what can be done about people developing pirate tracks on Council land. Please refer below for the staff reply.

*Staff are aware of illegal track development in Council land, most recently Urumau Reserve and Steadfast. Staff have made enquiries and have no indication to date on who has been doing this in Urumau, or why. Some locals have admitted they were involved in track cutting in Steadfast.*

*After investigation and discussion regarding Steadfast with the Cass Bay Reserve Management Committee (RMC), no further action was warranted as signage was installed and grass was allowed to grow over the track. The people who carried out the work are very clear on the process for future track development. Staff have discussed with local community users and the RMC that the track is not to be used or developed any further.*

*Developing tracks requires careful consideration of many factors, including environmental impacts, track design standards, maximising recreational benefits and compliance with relevant District Plan rules. While the Council welcomes public and community input into developing parks, if people carry out unauthorised work there is the risk of unsafe tracks being developed as well as serious impacts to the environment which can take many years to repair. Staff would invite people to contact the Council, Community Board or their local Reserve Management Committee to provide ideas on developments so the correct process is followed.*

## 3.2 Board Area Consultations/Engagement/Submission Opportunities

**3.2.1 Head to Head Walkway – Orton Bradley Park to Charteris Bay** – The Council is seeking public opinion on route options from Orton Bradley Park to Charteris Bay to help make a decision about how to best align this section of the Head to Head Walkway.

Consultation is open from 7 February to 7 March 2019. The Board's Head to Head Walkway Working Party will then review submissions and make comment on its preferred route, and the Board will make a final decision.

For more details please visit: <https://ccc.govt.nz/the-council/consultations-and-submissions/haveyoursay/show/214>

- 3.2.2 **Ministry of Transport – International Maritime Organisation Treaty** – In February 2019 the Board made a submission to the Ministry of Transport on New Zealand’s potential accession to the International Maritime Organisation Treaty – Annex VI of the International Convention for the Prevention of Pollution from Ships 1973 (**attached**).

3.3 **Annual Plan and Long Term Plan Matters**

- 3.3.1 The Council approved the draft Annual Plan 2019/20 for consultation in February 2019. At the time of writing this report consultation dates were not yet confirmed.

3.4 **Board Reporting**

- 3.4.1 Board members are asked to highlight topics for inclusion in Newline, the Board Newsletter and/or the Report to Council.

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

- 4.1 The Community Board Plan – Progress Update to 31 December 2018 is **attached**.

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

5.1 **Strengthening Community Fund Projects**

- 5.1.1 The 2019-20 Strengthening Communities Fund is open for applications from Monday 4 March 2019 and will close at midnight Tuesday 9 April 2019. The Strengthening Communities Fund accepts applications for all levels of funding, there is no minimum request limit on this fund.

Organisations may make one application to the Strengthening Communities Fund at metropolitan level and/or one application per community board area.

Applications can be for both operating and/or project costs. Operating costs may include salaries and general overheads such as power, rent and administration costs. Project costs may include the costs of community programmes, events, activities and equipment.

The Strengthening Communities Fund allocates funding for the timeframe from 1 September to 31 August the following year.

- 5.1.2 Each year the Board decides which Board Projects it would like to fund for the coming year, and if it wishes to fund these from its Strengthening Communities (SCF) or Discretionary Response (DRF) funds.

A report is attached to this agenda providing detailed information about the benefits and limitations of funding from each of these funds and requesting a decision while applications are being received for the SCF.

If the Board wishes to allocate SCF funds to its Board Projects, these projects will need to be identified and formally approved at this meeting also.

In the past few years the Board has made its Board Project allocations from the DRF early in the new financial year.

- 5.1.3 The 2017-18 Banks Peninsula Strengthening Communities Fund End of Project returns provide information from local organisations and groups on the benefits this funding has made to their communities, and includes what they did and how much they did

(attached).

Organisations allocated funding from the 2018-19 Banks Peninsula Strengthening Communities Fund are required to provide reports which will be due after allocations have been made and projects start for the next year's funding in September. The one group from this Board area which received multi-year funding this triennium has one more year allocated (i.e. for the 2019-20 year).

**5.2 Other Partnerships with the Community and Organisations**

5.2.1 Following on from the Squash Open Day held in November 2018, liaison with squash players has continued. To date, Squash Canterbury has been approached to support two social groups that will provide some coaching and skill development opportunities.

5.2.2 In association with Sport Canterbury and the Lyttelton Community House planning is underway to initiate a strength and balance 'Be Active' class at the Lyttelton Recreation Centre. It is scheduled to start at the end of April 2019 and will incorporate Green Prescription participants. Since July 2018 there have been 27 new Green Prescription referrals from the Lyttelton Medical Practice.

**5.3 Community Facilities Projects Underway (as at January 2019)**

**5.3.1 Gaiety Hall Renewal and Replacement**

Project Phase: Execute / Construction

Works have now commenced and are being undertaken being mindful of the impact on the local community's use of the Theatre for events.

**5.4 Infrastructure Projects Underway (as at January 2019)**

**5.4.1 Marine Structures in Outer Bays, Lyttelton Harbour and Akaroa Harbour Renewals**

Project Phase: Construction

The financial year 2019 budget is for re-piling of the Robinsons Bay Wharf, which is in construction phase.

**5.4.2 Marine Structures Renewals**

Project Phase: Construction

This programme of work is for the renewal of marine structures around Banks Peninsula, which includes wharfs (except Akaroa Wharf), jetties, slipways and boat ramps. For financial year 2019 this programme is working on 25 sites and currently making good progress on all sites.

**5.4.3 Marine Seawall Renewals**

Project Phase: Investigation and Scheme Design

The scope of this programme is to renew seawalls around Banks Peninsula and coastal areas. Some walls will require input from other Council Units and the New Zealand Transport Agency (NZTA).

Financial year 2019 work is on the Little Akaloa seawall, which is in construction, seawall repairs in Akaroa between the Wharf and Fire Station, for which consent requirements are under investigation, and seawall repairs at the Akaroa boat park.

**5.4.4 Governors Bay to Allandale Seawall Renewal**

Project Phase: Programme Planning (concept)

Staff are currently investigating options and working on designs for various sections of the sea wall between Allandale and Governors Bay along the Head to Head Walkway. Works will be staged over the financial years where budget has been allocated. This will be reported to the Community Board to determine the appropriate next steps.

**5.4.5 Awa-iti Domain Tennis Courts Renewal**

Project Phase: Investigation and Scheme Design

A level survey of site has been completed, and planning and investigation is underway.

**5.4.6 Cass Bay Playground Toilet Renewal**

Project Phase: Investigation and Scheme Design

A project has commenced to renew the Cass Bay toilet block. Staff have held initial discussions with the Cass Bay Residents Association and Reserve Management Committee to gain better understanding of requirements for the area. Design and consultation will occur this financial year with construction programmed to commence in Spring 2019.

**5.4.7 Cressy Terrace Retaining Wall Renewal**

Project Phase: Detailed Design

The scope of the project is to repair the existing earthquake damaged retaining wall beneath the road on Cressy Terrace in Lyttelton. Documentation is being prepared for tender with construction planned for completion in early-June 2019.

**5.4.8 Cressy Terrace Tennis Courts**

Project Phase: Detailed Design

The earthquake caused damage to the tennis courts, including cracks and uneven areas on the court surface. Following completion of the retaining wall on the same site, construction of the tennis courts is planned for June 2019.

**5.4.9 Diamond Harbour Track and Signage Renewal**

Project Phase: Construction

Track work is completed with some signage to be installed in the near future to fully complete this project.

**5.4.10 Allandale Domain Renewal**

Project Phase: Investigation and Scheme Design

Staff are currently collating information and carrying out investigations. This will be reported to the Allandale Reserve Management Committee and the Community Board to determine appropriate next steps.

**5.4.11 Governors Bay Community Centre and Pool Reserve**

Project Phase: Construction

The scope of this project is to provide an upgrade of the park for the community with play and recreational equipment, landscaping and furniture. Contracts are being completed for the skate bowl and pump track, with construction to start in March 2019.

**5.4.12 Stanley Park Renewal**

Project Phase: Construction

This project is an ongoing project that involves the completion of works detailed in the Stanley Park Management Plan. This year's work involves replanting, track upgrades and new stone steps at the main entranceway.

#### 5.4.13 Head to Head Walkway

Project Phase: Construction

This project is to provide a walkway around Lyttelton Harbour from Godley Head to Adderley Head. Planned and completed work will be reported to the Head to Head Walkway Working Party and the Community Board.

Consultation will be open in March 2019 for route options for the section between Orton Bradley Park and Charteris Bay. Staff are also working on sections of track upgrades, signage and route options for the rest of the Head to Head Walkway. A Memorandum of Understanding between the Council and Diamond Harbour Reserve Management Committee is being utilised to maintain a section of track.

#### 5.4.14 Kukupa Hostel

Project Phase: On Hold

This project will be on hold until a future use is determined through an expression of interest process.

#### 5.4.15 Little River Coronation Library

Project Phase: On Hold

This project will be on hold until a future use is determined through an expression of interest process.

#### 5.4.16 Little River Railway Goods Shed

Project Phase: Tender for Construction

The project tender has closed and is currently being evaluated. Construction is due to start in late-February 2019.

#### 5.4.17 Naval Point Development Plan

Project Phase: Programme Planning (concept)

The Naval Point Development Plan is being developed to create a future vision for the area. The project team has been meeting with recreation and user groups to determine the future use of the site. A set of options are currently being developed for public consultation which is planned for early 2019. Maintenance work is now complete on the site for improvements to the foreshore area.

#### 5.4.18 Okains Bay Renewal

Project Phase: Construction

The scope of this project is renewal of playground safety surfacing, landscaping and furniture replacement. This financial year an outside BBQ for the picnic area will be installed and planting will be completed throughout the reserve.

#### 5.4.19 Port Levy Toilet Block Renewal

Project Phase: Investigation and Scheme Design

The scope of this project is to upgrade the toilet facilities in Port Levy (including landscaping). Staff are currently investigating options and identifying all necessary consenting requirements.

#### 5.4.20 Robinsons Bay Reserve Renewal

Project Phase: Construction



The scope of this project is to develop Robinsons Bay Reserve and complete repairs on the Wharf. This year re-piling of the Wharf will be completed.

**5.4.21 Signal Box - Norwich Quay**

Project Phase: On Hold

This project is currently on hold due to the proximity of a heritage boat, which is expected to be moved by end-February 2019.

**5.4.22 Garden of Tane Renewal**

Project Phase: Construction

The scope of this project is to undertake capital works inline with the Garden of Tane Reserve Management Plan and in consultation with the Reserve Management Committee. This financial year work is planned on tracks, drainage, trees and signage. All aspects are either in consenting or underway and on track for completion this financial year.

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

6.1 Significant projects have been reported on in Clause 5.4.

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

### **7.1 Parks Maintenance**

7.1.1 Due to higher than usual growth rates, the Council has increased the mowing schedule with an extra round of mowing in the months of January and February 2019.

7.1.2 The Metrological Office has predicted warm to hot temperatures ranging from high teens through to low thirties, with minimal rainfall. This should have an impact on the higher than usual growth rate that has occurred in the last few months and staff expect to see a reduction in growth region wide.

7.1.3 23 January 2019 saw a significant weather event across the Christchurch/Banks Peninsula region, with Council receiving in excess of 800 requests for service for tree related issues. These are in the process of being completed.

7.1.4 Summer sports turf maintenance is ongoing.

7.1.5 Maintenance work on Okuti Track has been undertaken.

7.1.6 Woodhills (north and south) has been maintained.

7.1.7 YEP banding and moult checking was completed.

7.1.8 Coastal weed work has been undertaken.

7.1.9 Cruise ship monitoring has been undertaken.

7.1.10 Parks are undertaking an active approach to identifying and resolving issues related to heritage assets in Akaroa. This will include heritage coloured big belly bins and repainting posts and seats already coloured in Heritage Blue. This will be an ongoing project.

7.1.11 All areas at Britomart Monument have now been placed in contract as amenity cuts, as it was identified that the outer section had not been in contract therefore was not being maintained (see below image).



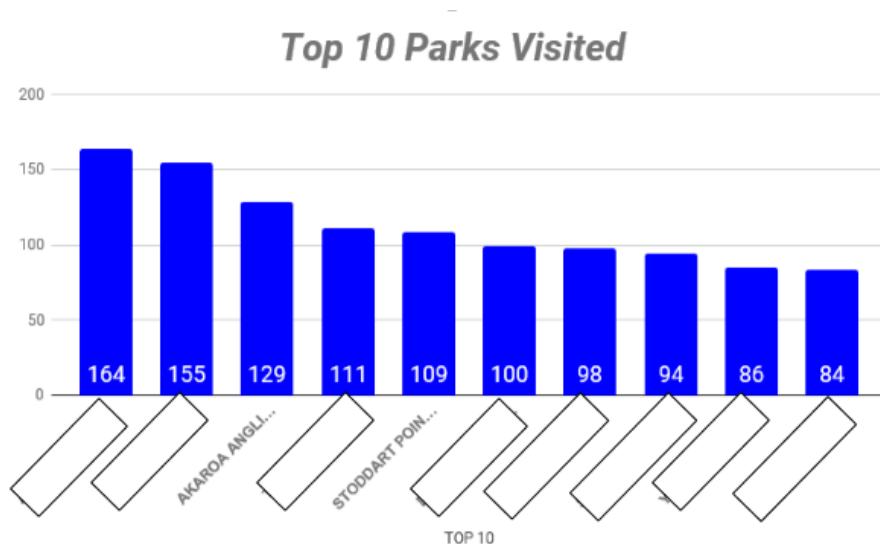
7.1.12 Plans to replace the existing path walkway by the Memorial in Akaroa with an asphalt path have now been amended to investigating re-grassing the whole area, making all the space useable for the public. The process for obtaining costs has already commenced.

7.1.13 An upgrade of Bridle Path has been completed.

7.1.14 An upgrade to the Ngaio Point track is delayed due to poor weather but repairs and upgrades to Archdale Beach is planned.

7.1.15 The Council improved the Misty Peaks Summit Track.

7.1.16 The top ten parks visited by Council Rangers are below.



7.1.17 The number of reactive (non-scheduled) Parks tasks and time spent on Banks Peninsula is below.

Month	Reactive Parks Tasks	Time Spent
July	15	66

August	6	40
September	6	14
October	10	36.5
November	11	101.5
December	3	3
January	11	23
TOTAL	62	284

#### 7.2 Scheduled Parks Maintenance Programme for February 2019

Activity	Frequency per month
Ornamental Mowing	1
Amenity Mowing	1
Informal Mowing	1
Summer Sport Mowing	2
Cricket Block Maintenance	5
Summer Sport Line Marking	2
Chemical Weed Control	1
Ornamental Garden Maintenance	2
BBQ Clean	5
Drinking Fountain Clean	5

#### 7.3 Scheduled Parks Maintenance Programme for March 2019

Activity	Frequency per month
Ornamental Mowing	2
Amenity Mowing	2
Informal Mowing	0
Summer Sport Mowing	3
Cricket Block Maintenance	5
Summer Sport Line Marking	2
Chemical Weed Control	1
Ornamental Garden Maintenance	3
BBQ Clean	5
Drinking Fountain Clean	5

## 8. Community Board Funding Update

- 8.1 At the time of writing, 13 applications had been made to the Board's 2018-19 Discretionary Response Fund (three of these were Board Projects, one other application has been withdrawn). One application is currently being assessed. The Banks Peninsula Discretionary Response Fund 2018/19 allocations are included (**attached**).

- 8.2 In July 2018 the Board granted \$1,500 for Reserve Management Committees' (RMC) activity costs from its Discretionary Response Fund 2018/19. Allocations to individual RMCs to date are **attached**.

## Attachments

No.	Title	Page
A <a href="#">↓</a>	Submission on MARPOL Annex VI: Treaty to Reduce Air Pollution in Ports and Harbours	69
B <a href="#">↓</a>	Community Board Plan - Progress Update to 31 December 2018	71
C <a href="#">↓</a>	2017-18 Banks Peninsula Strengthening Communities Fund Cover Sheet	89
D <a href="#">↓</a>	2017-18 Banks Peninsula Strengthening Communities Fund End of Project Report	90
E <a href="#">↓</a>	Banks Peninsula Discretionary Response Fund 2018/19 - Balance	112
F <a href="#">↓</a>	Activity Costs - Reserve Management Committees	113

## Signatories

<b>Authors</b>	Joan Blatchford - Manager Community Governance, Banks Peninsula/Lyttelton Liz Carter - Community Board Advisor Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa Amy Hart - Banks Peninsula Support Officer Philipa Hay - Community Development Advisor Helen Hayes - Community Development Advisor Fiona Smith - Support Officer Trisha Ventom - Community Recreation Advisor Andrea Wild - Community Development Advisor
<b>Approved By</b>	Joan Blatchford - Manager Community Governance, Banks Peninsula/Lyttelton Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa John Filsell - Head of Community Support, Governance and Partnerships Matthew McLintock - Manager Community Governance Team

Christchurch City Council  
Banks Peninsula Community Board

**TO:** Ministry of Transport  
Email: [maritime@transport.govt.nz](mailto:maritime@transport.govt.nz)

**SUBMISSION ON:** MARPOL Annex VI: Treaty to Reduce Air Pollution in Ports and Harbours

**SUBMISSION BY:** Banks Peninsula Community Board

**ADDRESS:** Akaroa Service Centre  
PO Box 73028  
CHRISTCHURCH 8154  
Email: [amy.hart@ccc.govt.nz](mailto:amy.hart@ccc.govt.nz)

**DATE:** 11 February 2019

The Banks Peninsula Community Board appreciates the opportunity to provide feedback on the Ministry of Transport's consultation on MARPOL Annex VI: Treaty to Reduce Air Pollution in Ports and Harbours.

The Board's statutory role is, "to represent, and act as an advocate for, the interests of its community" (Local Government Act 2002, section 52). The Board provides this submission in its capacity as a representative of the port town of Lyttelton, where over 1000 container ships arrive annually, and the settlements around Akaroa Harbour on Banks Peninsula, where over 90 cruise ships visit per season.

Akaroa and Lyttelton Harbours both have significant environmental and cultural values, including stunning landscapes, sites of ecological significance, extensive coastlines and native bush and wildlife. Four Papatipu Rūnanga and local communities live and play around these harbours while many visitors from Christchurch, Canterbury and overseas enjoy the area each year. The Peninsula's unique environment creates a sense of place that forms part of our identity.

One of our community's key priorities is that our environment, including air quality, is well-managed, sustained and enhanced to improve public health and protect our heritage.

We have an opportunity to demonstrate New Zealand's commitment to a green, healthy environment. The Board therefore recommends that New Zealand sign the International Maritime Organisation treaty, Annex VI of the International Convention for the Prevention of Pollution from Ships 1973 to improve air quality around our ports and harbours and align New Zealand with international best practice.

Yours sincerely,



**Pam Richardson**  
Chairperson, Banks Peninsula Community Board



## BANKS PENINSULA COMMUNITY BOARD PLAN – 6-MONTHLY PROGRESS REPORT to 31 December 2018

Please note that updates in blue are new since the previous progress report to 30 June 2018.

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
1	<p><b>Outcome</b> Our communities are prepared for the impacts and consequences of natural hazards and can respond and recover quickly.</p> <p><b>What the Board will do</b> Support communities to develop local Community Resilience/ Response Plans.</p> <p><b>We will measure our success by</b> People feel that they know what to do and where to go for information and support following an emergency.</p>	<p>The Council is developing a city wide comprehensive approach to preparedness and response to natural hazards. Staff from many units across the Council are working together to do this and includes regular input from local Community Governance staff from the wards.</p> <p>As information is developed and made available, this is distributed through local networks to the Peninsula communities. This has included succinct messaging about preparation and what to do in specific emergency situations.</p> <p>In March 2018, the Neighbourhood Action Fund was opened to community groups to apply for funding. Information was distributed to residents and community associations, the Civil Defence Volunteer groups and others across the Peninsula. No Peninsula based groups applied for funding.</p> <p>Staff have facilitated a community meeting in Little River regarding civil defence and community resilience. Discussions are ongoing with Akaroa-based volunteers regarding whether to pursue formal civil defence training.</p>	Nil
2	<p><b>Outcome</b> Our communities are prepared for the impacts and consequences of natural hazards and can respond and recover quickly.</p> <p><b>What the Board will do</b> Support and encourage communities to work with the Council and other agencies to plan how to respond to natural hazards.</p> <p><b>We will measure our success by</b></p>	<p>In 2017 the Coastal Hazards Report was released. The Board encouraged community members to attend drop-in sessions in November 2017 and provide feedback on how the Banks Peninsula communities may wish to respond to the report's findings.</p> <p>The Board requested inundation mapping for the whole of Banks Peninsula.</p> <p>The link to the Council's Civil Defence website, which includes an interactive map of evacuation zones, has been distributed through community networks.</p> <p>In March 2018 staff briefed the Board on the community resilience programme and where Community Boards and their communities fit. This briefing included a discussion on the role of elected members in an</p>	Nil

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
	Local communities are involved in response, mitigation and future planning around natural hazards.	emergency with input requested from Board members. Board Members were also asked how they might wish to be involved in local resilience planning. Staff are currently collating this information which will document this Board's members' potential involvement in community planning activities.  Banks Peninsula staff continue to be involved in cross city Community Resilience Planning at both steering and working group levels.	
3	<p><b>Outcome</b> Our communities are prepared for the impacts and consequences of natural hazards and can respond and recover quickly.</p> <p><b>What the Board will do</b> Understand emergency service arrangements on Banks Peninsula.</p> <p><b>We will measure our success by</b> The Board is briefed by emergency services.</p>	<p>Fire and Emergency New Zealand briefed the Board in December 2017.</p> <p>Property Consultancy staff spoke with St Johns staff and asked them to come back with their requirements for an ambulance venue in Akaroa, and whether they think there are any Council owned sites that might be suitable.</p> <p>St Johns are considering the BP Meats site acknowledging that the future use of this site is yet to be determined and that any commitment at this stage could only be temporary.</p>	The Board requested that staff investigate options for a St John's ambulance venue in Akaroa.
4	<p><b>Outcome</b> Local communities are well-connected, and supported by easily accessible community facilities.</p> <p><b>What the Board will do</b> Support and promote local events.</p> <p><b>We will measure our success by</b> Community events and gatherings are held and/or supported.</p>	<p><b>Projects/Events Supported by the Board as Board Projects</b> Neighbourhood Week events (October-March) have been funded annually by the Community Board. These events enable neighbours and communities to connect, enhancing well-being and the feeling of support and connection. In 2017-18, 24 events were funded. <a href="#">In 2018-19, 18 events have been funded with reimbursements for five by December 2018.</a></p> <p>ANZAC Day 2018 services were supported in Lyttelton, Akaroa and Little River. <a href="#">Funding has been allocated for services in 2019.</a></p> <p><a href="#">The Banks Peninsula Community Service Awards is a triennial event. In June 2018 the ceremony took place in Kaituna Valley.</a></p> <p><b>Community Events Funded by the Board's Discretionary Response Fund and Strengthening Communities Fund</b></p>	Nil



BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
	<p>The Board provided a grant to the organisers of the Live at the Point (Diamond Harbour) music series which went from 15 January to 5 March 2018.</p> <p>Other events that were allocated funding include Banks Peninsula Walking Festival (July 2017), Wakaroa Pigeon Bay Art Trail (2018 Easter weekend) and the Port Levy Regatta (2018 Easter weekend).</p> <p>From June to December 2018 the Board approved funding for community events including:</p> <ul style="list-style-type: none"> <li>• Project Lyttelton's annual fashion shows, outdoor summer movie series, a community garden event, a community grown dinner and Lyttelton SummerFest;</li> <li>• Little River Community Centre's community dance and the Armistice Day 100<sup>th</sup> Anniversary, which was held in Akaroa;</li> <li>• Governors Bay Fete and Music Festival;</li> <li>• Diamond Harbour "Live and the Point" music series;</li> <li>• FrenchFest;</li> <li>• Seaweeek;</li> <li>• Cellidh and open day.</li> </ul> <p><b>Staff Support and Advice</b></p> <p>In 2018 staff completed a fundraising application to the Department of Arts, Culture and Heritage and secured \$2,000 for the Museum Trust towards a Waitangi Day event.</p> <p>The young people from the Lyttelton Youth Group helped organise the reopening of the Lyttelton Skate Park in May 2018, with support and advice from staff.</p> <p>Support with focus, direction and advice has resulted in a weekly youth group that evolved through discussions between Project Lyttelton after concerns raised by the community about the lack of activities for young people from Year 8 and over. Numbers have successfully grown with the focus being to create a safe place for young people to meet and socialise that will assist with developing life skills and confidence. There are now</p>	

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
		three programmes in place including a newly formed girls group and two appointed Youth Leaders. Development work continues to support Project Lyttelton.	
5	<p><b>Outcome</b> Local communities are well-connected, and supported by easily accessible community facilities.</p> <p><b>What the Board will do</b> Provide funding and/or support to community-led initiatives.</p> <p><b>We will measure our success by</b> Community funding is allocated to identified priorities.</p>	<p><b>2017-18 Financial Year (July 2017 to June 2018)</b> In August 2017, \$146,654 of Strengthening Communities Funding (SCF) was allocated by the Board to 20 organisations across Banks Peninsula. One recipient received multi-year funding. By 30 June 2018, the Board had allocated \$46,425 of Discretionary Response Funding (DRF) to 32 projects, including four Community Board initiatives and 10 youth development grants to young people.</p> <p><b>2018-19 Financial Year To Date (July to December 2018)</b> In August 2018, \$134,760 was allocated to 19 organisations (including the multi-year funding recipient) for the Board's annual contestable fund. In addition, by December 2018 (half year), \$42,243 had been allocated to 11 projects. These include three Community Board initiatives and one youth development grant to a young person.</p> <p>All funding is assessed in reference to the Council's Community Outcomes, Strategies and Policies and the Board's Outcomes.</p> <p>Applications were granted for provision of community connection spaces, information gathering and dissemination for residents and tourists, community services, events and local programmes, recognising volunteers, arts, heritage, environment, for youth activities and to individual young people via the Youth Development Fund.</p> <p>In the 2017-18 year at least 11 applications addressed provision of facilities directly. During the first half of the 2018-19 year (July to December 2018), these numbered nine and included funding towards community spaces, pools and playgrounds.</p> <p><b>Community Facility Upgrades</b></p> <ul style="list-style-type: none"> <li>Little Akaloa Community Hall – Significant upgrade completed</li> <li>Kaituna Hall – Significant external and internal upgrade completed</li> </ul>	Nil

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
		<ul style="list-style-type: none"> <li>Le Bons Bay Hall – Maintenance work completed and budget for roof work allocated for 2019</li> </ul> <p><b>Community Facility Activation</b></p> <ul style="list-style-type: none"> <li>Birdling's Flat – Staff supported the establishment of a committee to activate the community facility</li> </ul>	
6	<p><b>Outcome</b> Local communities are well-connected, and supported by easily accessible community facilities.</p> <p><b>What the Board will do</b> Advocate for Council facilities and services to be provided appropriate to local needs.</p> <p><b>We will measure our success by</b> Council facilities and services meet local need.</p>	<p>The Community Support, Governance and Partnerships Unit is working on a strategy for community facilities, their location, condition and use. Banks Peninsula staff are involved because these are very important community hubs for our communities and there are over 15 spread over the Peninsula communities.</p> <p>Project Lyttelton have received <i>Resilience Partnership</i> funding to activate the Lyttelton Recreation Centre. Council staff are working with Project Lyttelton to identify the best mechanism to allow the transition of management of the Centre to Project Lyttelton to enable further activation. To date activation of the Recreation Centre has included welcoming a number of new tenants to the Centre which has brought new and different people through the Centre, as well as working with the existing 15 tenants. Project Lyttelton have also conducted research to identify community ideas for how the Centre could be used and activated going forward (survey, interviews and open day). The Chair of Project Lyttelton has briefed the Board on the project.</p> <p><i>Measurable progress has been made within the areas of community engagement, increased access and usage and strategic planning. Figures indicate a 15% usage increase between September and October 2018 with August 2018 peaking at over 700 visitors. Work is in progress to finalise a workable management agreement.</i></p> <p>The Allandale Hall repairs have been completed and an official opening ceremony was held in mid-2018.</p>	Nil

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
		<p>The Board successfully advocated for funding to remain in the Long Term Plan for the Naval Point Development Plan. Consultation on this project is upcoming.</p> <p>Akaroa and Little River libraries continue to provide a valuable range of services for local citizens with two hours of Council staffing now provided at Little River on a Saturday morning. This replaces the volunteers who were opening the library on a Saturday with minimal services available.</p> <p>The Board provided funding to support the upgrade of the Okuti Recreation and Sports Club Hall, which is Council-owned but community managed.</p> <p>In mid-2018 the Board granted a lease to the Governors Bay Heritage Trust over part of the land and buildings on Cholmondeley Reserve for the purpose of operating a museum and to help provide an income for the Trust.</p> <p>The Board has participated in the ongoing Property Review Process and recommended to Council the retention of a number of properties for strategic purposes.</p> <p>Staff provided support and advice around capacity building, fundraising and community partnerships to the Okains Bay, Pigeon Bay and Little River communities.</p> <p><u>The Board advocated for renewal of the Le Bons Bay Hall roof, but the Council did not include this in the Long Term Plan.</u></p> <p>Repairs to the Akaroa Service Centre have been completed and it was reopened in August.</p> <p>Staff facilitated development of a feasibility study for an Okains Bay facility and made an application to the Tourism Infrastructure Fund for public facilities on Banks Peninsula.</p> <p>Staff provided capacity building, fundraising and community partnership support for the following:</p>	



	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
		<ul style="list-style-type: none"> <li>Okains Bay Maori and Colonial Museum Trust;</li> <li>Okains Enhancement Steering Group for the development of a Village Plan and their aspiration for a Community Hall;</li> <li>Birdlings Flat Community Centre Activation;</li> <li>Pigeons Bay Settler Committee for the development of a Village Plan.</li> </ul> <p>Staff facilitated the following actions from the Little River Village Plan:</p> <ul style="list-style-type: none"> <li>Drainage improvements;</li> <li>Tennis courts renewal;</li> <li>Playground renewal;</li> <li>Planning for safety and tourism signage;</li> <li>New fitness equipment at Awa-ti Reserve.</li> </ul>	
7	<p><b>Outcome</b> Local communities are well-connected, and supported by easily accessible community facilities.</p> <p><b>What the Board will do</b> Advocate for improved technology infrastructure.</p> <p><b>We will measure our success by</b> Infrastructure is in place to facilitate use of technology.</p>	The Board have requested Skype-type communications in its three boardrooms.	<p>The Board signalled it would like to advocate through the Long Term Plan for funds for Skype for Business and video conference equipment for the Akaroa, Lyttelton, and Little River board rooms.</p> <p><i>This equipment has been installed in the Akaroa Community Boardroom and Lyttelton staff meeting room.</i></p>
8	<p><b>Outcome</b> Core infrastructure is provided, well maintained and future-proofed.</p> <p><b>What the Board will do</b> Advocate that appropriate service levels are set.</p> <p><b>We will measure our success by</b> Appropriate infrastructure service levels are set.</p>	<p>In November 2017 the Board was briefed on city-wide priorities and service levels for roads. The Board noted that the priorities and issues for Banks Peninsula can be quite different, and requested that staff report back to the Board with more detailed information for Banks Peninsula.</p> <p><i>The Board's Akaroa Issues Working Party continues to provide advice on maintenance of roads, reserves, cemeteries and structures such as wharves, slipways and seawalls in Akaroa.</i></p>	The Board requested that staff urgently engage with New Zealand Transport Agency staff on the state of road in Banks Peninsula, in response to recent deaths, accidents, and road maintenance complaints from residents and businesses.

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
			The Board advocated strongly through the Long Term Plan process for action on Banks Peninsula roads, which along with community submissions, resulted in the Council establishing the Banks Peninsula Roading Maintenance Working Party.
9	<p><b>Outcome</b> Core infrastructure is provided, well maintained and future-proofed.</p> <p><b>What the Board will do</b> Advocate for service level reporting and monitoring to come to the Board.</p> <p><b>We will measure our success by</b> Service level reports are provided to the Board 6-monthly.</p>	The Board requested reporting and monitoring on infrastructure service levels. <a href="#">Please see above for an update on this action.</a>	Nil
10	<p><b>Outcome</b> Core infrastructure is provided, well maintained and future-proofed.</p> <p><b>What the Board will do</b> Identify priorities for new or upgraded infrastructure in conjunction with staff.</p> <p><b>We will measure our success by</b> Priority infrastructure projects are included in the Council's budget (Annual/Long Term Plan).</p>	<p>The Okains Bay community and the Board successfully advocated for \$30,000 for a study to investigate the feasibility and cost of providing potable water in Okains Bay.</p> <p>In 2018 the Board approved infrastructure projects including kerb build-outs, a new bus stop location and no stopping restrictions to create safer sightlines for pedestrians.</p> <p>The Board provided funding to the Ataahua Reserve Management Committee to support their project to have a constant water supply.</p> <p>The Board strongly advocated for priority Banks Peninsula infrastructure projects to be included in the Council's Long Term Plan, including marine structures, roads, footpaths, cemeteries, tracks, playgrounds, community facilities, wastewater and drinking water systems.</p>	The Board requested a briefing from Roading staff and the New Zealand Transport Agency regarding service level reporting and monitoring on the state of roads in Banks Peninsula to inform its Long Term Plan submission.

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
		<p>The Board was successful in its submission to the Long Term Plan for the Council to build a new water supply scheme for Okains Bay so that it meets the Drinking Water Standards for New Zealand.</p> <p>The Board's advocacy, along with community submissions, resulted in the Council establishing the Banks Peninsula Roading Maintenance Working Party.</p>	
11	<p><b>Outcome</b> Core infrastructure is provided, well maintained and future-proofed.</p> <p><b>What the Board will do</b> Advocate for a change in Council procurement processes to facilitate use of local contractors.</p> <p><b>We will measure our success by</b> Local contracts are awarded.</p>	<p>The Council is reviewing its Procurement Policy and staff have made the Head of Procurement and Contracts aware of the Board's interest in the ability for local contractors to successfully compete for Council work.</p>	<p>The Board requested that the draft Procurement Policy is considered by all Community Boards for recommendation prior to Council approval.</p>
12	<p><b>Outcome</b> The cultural, natural and built heritage of Banks Peninsula is acknowledged, valued and enhanced.</p> <p><b>What the Board will do</b> Support staff and our communities to work together to identify cultural, natural and built heritage values/sites/places of significance.</p> <p><b>We will measure our success by</b> Hosting an annual workshop for community members, staff and the Board to discuss and identify locally significant heritage and cultural values, sites and places of significance.</p>	<p>The Board provided support for the Council's Heritage Strategy Development and community workshops to identify principles and values.</p> <p>The Board approved funding for the 2018 Wakarua Pigeon Bay Art Trail.</p> <p>The Board's Akaroa Museum Advisory Committee, Akaroa Design and Appearance Committee and the Lyttelton Design Review Panel continue to provide design and heritage advice to the Council.</p> <p>The Board provided feedback on the Council's Heritage Strategy, Arts Strategy and Cemeteries Bylaw and Handbook.</p> <p>Funding allocations from July to December 2018 that contribute to this outcome include whanau engagement (Te Hapu o Ngati Wheke), a community arts programme (Akaroa), photography (Diamond Harbour), Loons Club (Lyttelton), FrenchFest (Akaroa), Little River information, choir</p>	<p>Nil</p>



	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
		(Akaroa), SummerFest (Lyttelton), Reserve Management Committees, Live at the Point music series (Diamond Harbour), Governors Bay Fete and Music Festival and ANZAC services (including the Armistice Day 100 <sup>th</sup> Anniversary in Akaroa).	
13	<p><b>Outcome</b> The cultural, natural and built heritage of Banks Peninsula is acknowledged, valued and enhanced.</p> <p><b>What the Board will do</b> Consider alternative uses for heritage buildings in conjunction with staff.</p> <p><b>We will measure our success by</b> Currently empty heritage buildings are utilised.</p>	<p>There is a process in place which has identified unused heritage buildings. Information was shared with the Board and the Council has invited applications from individuals, groups and organisations interested in using and/or helping to fund the restoration of select Council-owned unused heritage buildings, including Yew Cottage.</p> <p>The Council will next undertake a similar process for the remaining unused heritage buildings.</p>	The Board requested that staff include Development Christchurch Limited's feedback and community responses in a report on the future use of heritage buildings.
14	<p><b>Outcome</b> The cultural, natural and built heritage of Banks Peninsula is acknowledged, valued and enhanced.</p> <p><b>What the Board will do</b> Develop relationships with key stakeholders involved in cultural and natural heritage, including Papatipu Rūnanga.</p> <p><b>We will measure our success by</b> Community Board representatives regularly attend meetings of cultural and natural heritage organisations on Banks Peninsula.</p>	<p>There was Governance staff representation on a trip to Ripapa island and Quail Island to acknowledge and consider how to enhance and promote the cultural, natural and built heritage of each place in conjunction with the Department of Conservation, Council Heritage Staff and Quail Island Restoration Trust.</p> <p>Governance staff are working with the Council's Heritage Team to explore the idea of a Maritime History Trail and how this may be incorporated into a Christchurch NZ web-based platform for trails.</p> <p>Community Boards have been gifted, from Te Rūnanga o Ngāi Tūāhuriri, a Māori name reflecting their respective areas.</p> <p>Staff training will be provided in Te Reo and Tikanga for members to assist in their relationships with the Rūnanga.</p>	Nil
15	<p><b>Outcome</b></p>	The Lyttelton Urban Design Review Panel has been very active over the last few months with some significant buildings being considered. As the Panel	Nil



	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
	<p>The cultural, natural and built heritage of Banks Peninsula is acknowledged, valued and enhanced.</p> <p><b>What the Board will do</b> Advocate for the continuation of the Lyttelton Design Review Panel following an 18 month trial period and share the lessons with other local panels/committees.</p> <p><b>We will measure our success by</b> Lyttelton Design Review Panel continues to be involved in local planning decisions.</p>	<p>was set up as a trial, a review is now underway along with a review of the Akaroa Design and Appearance Committee.</p>	
16	<p><b>Outcome</b> Visitors to Banks Peninsula enhance the local economy and sustain our natural, social and heritage environments.</p> <p><b>What the Board will do</b> Work with communities and local organisations to identify outcomes of a Banks Peninsula Visitor Plan.</p> <p><b>We will measure our success by</b> Visitor Plan outcomes identified.</p>	<p>Staff made an application to the Tourism Infrastructure Fund for public facilities on Banks Peninsula.</p> <p>Staff facilitated planning for safety and tourism signage in Little River.</p>	
17	<p><b>Outcome</b> Visitors to Banks Peninsula enhance the local economy and sustain our natural, social and heritage environments.</p> <p><b>What the Board will do</b> Advocate for development of a Banks Peninsula Visitor Plan under the Christchurch Visitor Strategy.</p>	<p>The Board was briefed by Lyttelton Port Company on plans for a new cruise ship berth in Lyttelton. Construction has begun on the berth, which will be the first custom-built cruise facility in New Zealand and will be able to accommodate some of the largest cruise liners from around the world.</p> <p>The Board successfully advocated for a review of the Freedom Camping Bylaw as it relates specifically to Akaroa, following deputations from the community. The updated Bylaw, which restricts freedom camping in Akaroa, was in place for Summer 2018-19.</p>	<p>The Board requested that staff organise a seminar to start a Banks Peninsula Visitor Plan after a date has been confirmed for the return of cruise ships to Lyttelton.</p> <p>Council staff are working with Christchurch NZ on visitor planning for Banks Peninsula.</p>

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
	<b>We will measure our success by</b> Banks Peninsula Visitor Plan developed.		
18	<p><b>Outcome</b> Visitors to Banks Peninsula enhance the local economy and sustain our natural, social and heritage environments.</p> <p><b>What the Board will do</b> Work with Akaroa District Promotions, Lyttelton Harbour Information Centre and Lyttelton Harbour Business Association to identify ways to take advantage of and be resilient to any changes to the cruise ship industry in Akaroa and Lyttelton.</p> <p><b>We will measure our success by</b> Cruise ship passengers and locals have a good experience.</p>	<p>Funding allocations in the Board's 2017-18 year for initiatives encouraging visitors to and supporting visitors in Banks Peninsula include allocations to Little River Information Station website development, Lyttelton Review, Stoddart Cottage's Activating the Spaces project, Project Lyttelton activities and events, Akaroa District Promotions, Getting to the Point – Diamond Harbour Plan, Lyttelton Historical Museum rebuild and Akaroa Harvest Festival.</p> <p>From July to December 2018 the Board granted funding for initiatives encouraging visitors to and supporting visitors in Banks Peninsula, including Lyttelton Seafarers, Loons Club (Lyttelton), Governors Bay Fete and Music Festival and ANZAC services, which this year included the Armistice Day 100<sup>th</sup> Anniversary in Akaroa.</p> <p>Prior to Summer 2018-19, the Board worked with staff to develop an action plan for managing cruise ships in Akaroa.</p>	Nil
19	<p><b>Outcome</b> Visitors to Banks Peninsula enhance the local economy and sustain our natural, social and heritage environments.</p> <p><b>What the Board will do</b> Develop relationships with organisations providing services to visitors.</p> <p><b>We will measure our success by</b> Community Board representatives regularly attend meetings of visitor service organisations on Banks Peninsula.</p>	<p>A Board member attends the Akaroa District Promotions, Lyttelton Historical Museum Board, Lyttelton Harbour Information Centre, Okains Bay Maori and Colonial Museum Trust, Orton Bradley Park, Stoddart Cottage Trust, Banks Peninsula Conservation Trust, Friends of The Gaiety, Grubb Cottage Trust and Little River Rail Trail Trust monthly meetings.</p> <p>Reserve Management Committees (RMCs) (15 across the Peninsula) are sub-committees of the Community Board. These committees work on local projects which enhance the natural environment, provide camping facilities in some areas and venues for community activities and events for local and wider tourism/recreation. A Board member is assigned to each RMC as a liaison person.</p> <p>In February 2018 the Board approved funding to the Little River Information Centre for copy for the visitor information website.</p>	Nil

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
20	<p><b>Outcome</b> Visitors to Banks Peninsula enhance the local economy and sustain our natural, social and heritage environments.</p> <p><b>What the Board will do</b> Advocate for inclusion of Banks Peninsula in Christchurch NZ's work.</p> <p><b>We will measure our success by</b> Banks Peninsula is included in Christchurch NZ's promotional activities and strategic planning.</p>	<p>Council staff are working with Christchurch NZ on visitor planning for Banks Peninsula.</p>	Nil
21	<p><b>Outcome</b> Banks Peninsula is a viable place to live and work.</p> <p><b>What the Board will do</b> Support initiatives identified by staff and Development Christchurch Limited to catalyse commercial investment in Lyttelton's town centre.</p> <p><b>We will measure our success by</b> More commercial investment in Lyttelton Town Centre.</p>	<p>The Board received a briefing from Development Christchurch Limited (DCL) in November 2017, and provided feedback on the early stages of DCL's investigation into how to catalyse commercial investment in Lyttelton. DCL have reported back to the Council on this.</p> <p>The Board received a briefing on the implementation of Action N2 of the Lyttelton Master Plan (the installation of a demountable fence at the Lyttelton pool to enable the community to access and use the flat, grassed area immediately next to the pool during that part of the year that the pool is not in operation) after earlier identifying this as a priority action. The fence is now in place.</p>	
22	<p><b>Outcome</b> Banks Peninsula is a viable place to live and work.</p> <p><b>What the Board will do</b></p>	<p>The Board allocated funding to groups and projects to further this goal, including Stoddart Cottage's Activating the Spaces project, Project Lyttelton activities and events and the annual "Live at the Point" summer music series in Diamond Harbour.</p>	Nil



	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
	<p>Provide funding and/or support to local Social Enterprise initiatives.</p> <p><b>We will measure our success by</b> Community funding is allocated to identified priorities.</p>		
23	<p><b>Outcome</b> Banks Peninsula is a viable place to live and work.</p> <p><b>What the Board will do</b> Support local Business Associations.</p> <p><b>We will measure our success by</b> Community Board representatives regularly attend meetings of local Business Associations.</p>	<p>The Diamond Harbour community have been supported to update and progress actions identified in their 2013 community-led plan "Getting to the Point." In 2016-17 the Diamond Harbour Community Association (DHCA) worked with the wider community and Council staff to update the community-led plan:</p> <ul style="list-style-type: none"> <li>• Recommitting to projects where there was continued enthusiasm;</li> <li>• Consolidating groups of actions together within subject area themes. The projects range from business development; community information and events; arts and culture, and infrastructure improvements.</li> </ul> <p>Landscape and traffic planning expertise has been provided as part of one of these actions which aimed to identify how to make the village centre a vibrant prosperous place with good transport (including pedestrian) connections. After seeking community feedback the updated plan was adopted by the DHCA (March 2017), endorsed by the Community Board (September 2017) and presented to Council (November 2017).</p> <p>The Little River community have been supported to develop a community plan. "Little River, Big Ideas" outlines a range of important issues that the community faces as well as its aspirations for the future. As a plan of action, its "Big ideas" contain a range of activities that can be delivered by people working together in Little River, as well as projects that will draw upon the support of other agencies.</p>	Nil
24	<p><b>Outcome</b> Banks Peninsula is a viable place to live and work.</p>	<p>The Community Board and the tenants of the Bruce Terrace social housing units have been involved with about the rebuild of this housing which is underway.</p>	Nil

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
	<p><b>What the Board will do</b> Advocate for provision of appropriate and affordable social housing.</p> <p><b>We will measure our success by</b> Banks Peninsula is included in the Council and Ōtautahi Community Housing Trust's long term planning for social housing.</p>		
25	<p><b>Outcome</b> The Banks Peninsula environment is well-managed, sustained and enhanced.</p> <p><b>What the Board will do</b> Support Reserve Management Committees to undertake work and make decisions on projects in conjunction with staff.</p> <p><b>We will measure our success by</b> Reserve Management Committees' priority projects are included in the Council's budget (Annual/Long Term Plan).</p>	<p>Allandale Reserve Management Committee (ARMC) have met with a Landscape Architect to begin the process of preparing an updated Development Plan.</p> <p>The Board advocated for ARMC to receive the full amount of money from the lease of the Transport Yard, as desired. The Council have agreed to allocate the full \$14,500 per annum to ARMC for the length of the lease.</p> <p>ARMC have been supported in their negotiations with the Council's Project Manager around the repair of the Allandale Hall, in the planning of the Re-Opening Ceremony, internal fit-out of the Hall, septic tank issues and lease/Memorandum of Understanding.</p> <p>The Board and staff worked with the Cass Bay Reserve Management Committee to identify drainage issues, and facilitated commitment of Council and volunteer resources to resolve this issue.</p> <p>The Board received a briefing on the Parks Programme in November 2017, and provided feedback on prioritisation.</p> <p>During 2017 staff worked closely with each Reserve Management Committee (RMC) to identify priority projects. The Board successfully advocated for RMCs priority projects to be included in the Council's Long</p>	<p>The Board signalled that it would like to request funding for RMCs for administration costs in its Long Term Plan submission.</p> <p>The Council did not grant this funding, so the Community Board decided to provide funding to RMCs for administrative costs.</p>

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
		<p>Term Plan for 2018/28, including \$130,000 for RMC capital projects. Staff are currently working with RMCs to plan projects.</p> <p>The Board also successfully advocated for the establishment of a Banks Peninsula Parks Ranger position.</p> <p>The Board worked with staff and the Lyttelton Reserve Management Committee to refine aspects of the Draft Urumau Reserve Development Plan. The Development Plan was approved in mid-2018.</p> <p>A project to review the structure and financial management of RMCs is pending. Governance and community development support and advice for RMCs is ongoing as needed.</p>	
26	<p><b>Outcome</b> The Banks Peninsula environment is well-managed, sustained and enhanced.</p> <p><b>What the Board will do</b> Advocate that appropriate environmental service levels are set.</p> <p><b>We will measure our success by</b> Appropriate environmental service levels are set.</p>	<p>The Board advocated for appropriate environmental service levels at three workshops with Councillors in 2017.</p> <p>The Board provided information and feedback to contribute to the compilation of a Tree and Urban Forest Plan.</p> <p>The Board advocated strongly for improved parks maintenance standards on Banks Peninsula in its Long Term Plan submission. The Council allocated funding for a new position, a Banks Peninsula Parks Ranger.</p> <p>In November 2018 Parks staff briefed the Board on parks maintenance on Banks Peninsula and agreed that:</p> <ul style="list-style-type: none"> <li>Contractors will attend Board meetings;</li> <li>Staff will investigate mapping maintenance areas under contract to identify responsibilities and gaps in service;</li> <li>Parks staff will monitor contracts closely and report to the Board bi-monthly;</li> <li>Community Boards will be involved in a review of parks maintenance contracts.</li> </ul>	



	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
27	<p><b>Outcome</b> The Banks Peninsula environment is well-managed, sustained and enhanced.</p> <p><b>What the Board will do</b> Advocate for service level reporting and monitoring to come to the Community Board.</p> <p><b>We will measure our success by</b> Service level reports are provided to the Community Board 6-monthly.</p>	<p>The Board requested reporting and monitoring on environmental service levels. <a href="#">Please refer above for updated actions.</a></p>	
28	<p><b>Outcome</b> The Banks Peninsula environment is well-managed, sustained and enhanced.</p> <p><b>What the Board will do</b> Provide funding and/or support to projects that enhance the natural environment.</p> <p><b>We will measure our success by</b> Funding is allocated to identified environmental priorities.</p>	<p>Diamond Harbour Reserve Management Committee (RMC) and the Board successfully advocated for \$20,000 from the Council for a track-building project. Diamond Harbour Community Association and the Board successfully advocated for \$10,000 from the Council for a second track-building project.</p> <p>Funding was provided to the Takamatua Ratepayers Association to support their stream sediment control project.</p> <p>The Board successfully advocated for \$50,000 from the Council for Banks Peninsula Reserve Management Plans. A generic reserve management plan will be produced, which will be used as an overarching framework that applies to all RMCs. Information specific to individual reserves will be added to ensure they are comprehensive. <a href="#">This project began in early-2018 and is ongoing.</a></p> <p>The Board strongly advocated for priority Banks Peninsula environmental projects to be included in the Council's Long Term Plan for 2018/28 at three workshops with Councillors in 2017. These projects include renewal and development of parks and tracks as well as protection of biodiversity.</p> <p><a href="#">The community continues to partner with the Council to plan the Head to Head Walkway around Lyttelton Harbour. Recently volunteers in Diamond</a></p>	

	BANKS PENINSULA COMMUNITY BOARD PLAN	ACTION UPDATE	PRIORITY ACTION FROM JUNE 2018
		<p>Harbour have partnered with the Council to develop and maintain part of the Walkway.</p> <p>The Board allocated funding to support the coordination of 15 Reserve Management Committees across the Peninsula.</p>	
29	<p><b>Outcome</b> The Banks Peninsula environment is well-managed, sustained and enhanced.</p> <p><b>What the Board will do</b> Develop a strategy for working with Papatipu Rūnanga, who as kaitiaki are committed to protecting the health of the land, water, mahinga kai and biodiversity.</p> <p><b>We will measure our success by</b> Strategy for working with Papatipu Rūnanga is developed.</p>	<p>Governance staff met with the Council's Cultural Advisers (October 2017) to ascertain the most appropriate way of embarking on this. The Council's Cultural Advisers suggested that an approach be made directly to Te Kāhui Kahukura.</p> <p>The Board has had a workshop session with staff on Kaupapa Maori Cultural Development. The Board has learnt suitable waiata for use when visiting local marae.</p> <p>The Board had a very successful hui at the marae at the invitation of Te Hapū o Ngāti Wheke.</p>	
30	<p><b>Outcome</b> The Banks Peninsula environment is well-managed, sustained and enhanced.</p> <p><b>What the Board will do</b> Continue to build relationships with environmental organisations and participate in environmental planning forums.</p> <p><b>We will measure our success by</b> Community Board representatives regularly attend meetings of environmental organisations on Banks Peninsula.</p>	<p>The Board appointed a representative to the Whaka-Ora, Healthy Harbour Working Group, which contributed to the development of the Whakaraupō/Lyttelton Harbour Catchment Management Plan. Staff also provided feedback on the Plan.</p> <p>In February 2018 the Board endorsed, and recommended that the Council adopt, the Whaka-Ora Healthy Harbour, Ki Uta Ki Tai, Whakaraupō/Lyttelton Harbour Catchment Plan. Implementation of the Plan is now underway.</p>	The Board requested a briefing or memo from Council staff (Parks and Planning) regarding progress on "Sites of Ecological Significance."



Name	Project	Granted Amount	Status
Akaroa Community Arts Council	Arts classes and activities in Akaroa and the Peninsula	\$2,000	Completed
Akaroa District Promotions Inc	Akaroa District Promotions Service Delivery	\$7,000	Completed
Akaroa Harvest Festival	Akaroa Harvest Festival	\$1,000	Completed
Akaroa Resource Collective Trust	Ongoing Community Resilience Building	\$30,000	Completed
Banks Peninsula Community Development Group	Love Banks Peninsula	\$500	Completed
Community Watch City to Sumner Incorporated	Two-way Radio Upgrade Split 40% BP/60% LCH	\$480	Completed
Diamond Harbour Community Association Inc	Getting to the Point Summer Concerts	\$3,000	Completed
Little River Support Group	Little River Swimming Pool	\$2,500	Completed
Little River Volunteer Fire Brigade	Emergency Services Cadets	\$3,000	Completed
Lyttelton Community House Trust	Wages & Operational Costs	\$20,000	Completed
Lyttelton Historical Museum Society	Lyttelton Museum Rebuild - Administrative Support	\$5,950	Completed
Lyttelton Information and Resource Centre Trust	Lyttelton Review	\$3,500	Completed
Lyttelton Seafarers Centre Charitable Trust	Lyttelton Seafarers Centre Operational Costs	\$4,000	Completed
Okains Bay School Board of Trustees	Okains Bay School/Community Pool - Cover and Winder	\$3,500	Completed
Project Lyttelton Incorporated	Activities and Events (Yr1 of 3)	\$18,000	Completed
Stoddart Cottage Trust	"Activating the Spaces" Project	\$8,000	Completed
Te Hapu o Ngati Wheke Incorporated	Community Engagement Programmes (EXTENSION 1 MARCH 2019)	\$10,574	Extension to 1 March 2019
The Gallery Akaroa Incorporated	Akaroa Arts and Cultural Appreciation Forums	\$2,100	Completed
The Little River Wairewa Community Trust	Secretary Wages and Little River Big Ideas Coordinator Wages	\$12,000	Completed
The Loons Club Incorporated	Community Venue Development	\$9,550	Completed

## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056809</p> <p><b>Organisation Name</b> Akaroa Community Arts Council</p> <p><b>Name of Project</b> Arts classes and activities in Akaroa and the Peninsula</p> <p><b>Granted Amount</b> \$2,000</p>	<p><b>1. How Much Did You Do?</b> Our committee of 7 meets once a month (10 months) for two hours = 140 hours Treasurer and secretary - 2 hours each per month = 40 hours. Running projects, other administration and marketing - 2 hours per month = 100 hours Chairperson, preparing minutes and agenda = 20 hours Programme Design, Funding and Sponsorship Co-Ordinator - 8 hours per week = 1600 hours During French Fest 2017 approx. 500 including volunteers, committee members and artists.</p> <p>In the last 12 months we ran: The Landing at French Fest, a historical re-enactment on the beach in Akaroa, supported and participated in by approx 500 people of Akaroa and the bays. 3 Life Drawing Studios, once per week for 10 week courses, attended by approximately 30 people.</p> <p>1 sculpture alfresco, a weekend workshop, attended by approximately 12 people. Drawing masterclasses and an oil painting workshops were held July 2018.</p> <p><b>2. How Well Did You Do It?</b> 'The Landing 2017' – an enormously huge undertaking for ACAC and ultimately a highly successful theatrical performance on the beach in Akaroa. Run in partnership with Akaroa Historical Festival Society Inc. during French Fest 2017; Akaroa's flagship, biennial family festival, it was attended by thousands from the Peninsula, Christchurch and beyond – including a huge proportion of cruise ship passengers that happened to be in port that day. The Landing involved dramatic performances from old and young during an historical re-enactment of Akaroa's unique history, telling the stories and cultures of local Tangata Whenua, the first whalers, sailors, farmers and the first French settlers that arrived here in August 1840. The Onuku Runanga were also heavily involved in the performance.</p> <p>Our second Life Sculpt Alfresco – with a tutor this time, very popular - held over two days in January 2018. A lot of interest to hold a kids' version in the future.</p> <p>Studio8 of the Life Drawing group ran from February 7th to April 4th 2018</p> <p>Our Winter programme was published late April 2018. This is the first time that we've been able to give our artists an advance choice of disciplines, tied in with the funding we successfully applied for last October through Creative Communities.</p>	<p><b>3. Who is Better Off as a Result of Your Work?</b> For the artists that attend our weekly Life Drawing, it is the highlight of their week. From a 74-year-old pensioner to a 15-year-old home-school student currently studying for her NCEA art. The artists' skills have all improved exponentially, and it is a social highlight.</p> <p>Members of the community that performed in French Fest still talk about it! Having been given skills and confidences they never knew they had! We had a lot of interest for a children's sculpture workshop from our al fresco weekend.</p> <p>We always offer one place in any of our courses as a scholarship to a participant who can't always stretch to our fee.</p> <p>The \$2,000 towards our operational costs was of outstanding help to our organisation. In the previous year of our renewed operations we had funded them ourselves. We just didn't have the necessary resources to do this efficiently and were obliged to pay for all from the meagre profits from our arts courses. We would much rather put all of these funds back into further workshops. The money was of exponential help, thank you so much.</p> <p><b>4. Expenditure Report</b> Total Council Grant: \$2,000.00</p> <p>Total Amount Spent: \$2,052.15</p> <p>Administration: Ashton_Whelan_AccountingServices: \$650.90 Domainz_DomainName_Akaroaarts: \$264.45 NZServers_WebHosting_Design_Training: \$811.90 Resources (e.g. stationery) NoelLeeming_PrinterInk_Invoice_RefundLBH: \$139.96 NoelLeeming_PrinterInkPaper: \$184.94</p> <p><b>Attachments Received</b> Invoices</p>

## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056743</p> <p><b>Organisation Name</b> Akaroa District Promotions Inc. (ADP)</p> <p><b>Name of Project</b> Akaroa District Promotions Service Delivery</p> <p><b>Granted Amount</b> \$7,000</p>	<p><b>1. How Much Did You Do?</b> The Cruise Ambassador volunteers are a great group of locals, 12 people in total. They work on the wharf meeting and greeting the cruise passengers on cruise ship days and do a variety of hours depending on who turns up and the weather. In general they do an average of 3.5 hours a morning. We received 65 ships in the 2017-2018 season. That equates to approximately 2,500 of volunteer hours.</p> <p>There were a number of volunteer hours that went into the Seaweeek programme across the varied events:</p> <p>Seaweeek assistant - 40 hours approximately Akaroa Doc Crew - 6 hours approximately MPI Staff - 6 hours approximately Guest Speakers - 30 hours approximately Total: 82 hours approximately</p> <p>The CCC Strengthening Communities Grant helped fund:</p> <ul style="list-style-type: none"> <li>The summer 2017-2018 Cruise Ambassador programme and other cruise related events over the summer</li> <li>The Akaroa Seaweeek Event programme 2018</li> <li>A contribution towards the Akaroa Events Coordinator position</li> </ul> <p><b>2. How Well Did You Do It?</b> <u>Cruise:</u> The Akaroa Cruise Ambassador programme is an essential part of our cruise ship passenger welcoming on all cruise ship days. It is the first welcome the cruise passengers receive and the Cruise Ambassadors do a fabulous job. It is important to acknowledge the work the volunteers do and it is great to have CCC support in order to be able to do this. We always provide morning tea on the wharf for the Ambassadors and we do activities with them during the season and we finish the season with a thank you dinner for them. Plus a bash for the community to finish the season which everyone enjoys and appreciates. It has to be noted that Akaroa was voted third in the Cruise Critic Top Rated Australia and New Zealand Cruise Destinations category for the 2018 Cruisers' Choice Destination Awards.</p> <p><u>Seaweeek:</u> Akaroa District Promotions along with Kath Reid, coordinated and produced a number of events and promotions which ran over the Seaweeek period. The Seaweeek events help focus on our wonderful marine environment. The Seaweeek is gaining momentum over the years and this is the most extensive programme we have coordinated to date.</p>	<p><b>3. Who is Better Off as a Result of Your Work?</b> Cruise passengers get a warm and friendly welcome from our Cruise Ambassadors. The Cruise Ambassador programme that Akaroa has is well known throughout the country as a good model for the welcoming of cruise passengers. The volunteers need to be supported and acknowledged. We find that events bring people over the hill from Christchurch and Canterbury and we are lucky to have this ready accessible market at our door step. However, often Cantabrians need a good reason to come over. Events encourage/entice them. The Event Coordinator helps assist other groups in putting events on. Also in developing an events programme for Akaroa. While anyone can put on events in the community, by default ADP has become the events driver in Akaroa. We also help others that may want to put on events in the area and help promote these events. As the marketing and promotions body this goes hand in hand.</p> <p>We leverage off events because they profile Akaroa as being a live and vibrant community, create positive experiences that attract visitors, and increase visitor spending and length of stay. ADP supports and encourages events, but particularly ones that are culturally diverse and artistic and position us as a boutique destination. We work together with other organisations such as Heartlands, School and CCC so that we are creating new events and not doubling up, but also working cooperatively together in many areas.</p> <p>Everyone benefits from the events programme, locals and visitors. The more events we can do, the more it helps promote Akaroa as a happening place and the more we can encourage people over the hill to stay the better for our economy.</p> <p><b>4. Expenditure Report</b> Total Council Grant: \$7,000.00</p> <p>Total Amount Spent: Salaries/Wages: \$3,652.15 Seaweeek Events: \$936.85 Cruise Ambassador Programme: \$1,738.14 Cruise Season Akaroa: \$672.76</p> <p><b>Attachments Received</b> Invoices</p>



## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056852</p> <p><b>Organisation Name</b> Akaroa Harvest Festival</p> <p><b>Name of Project</b> Akaroa Harvest Festival</p> <p><b>Granted Amount</b> \$1,000</p>	<p><b>1. How Much Did You Do?</b> Approximately 300 volunteer hours are spent organising and running the festival.</p> <p>The Harvest Festival is a full day event run once a year. In 2018 we sold 1,000 gate tickets (children were free of charge) and estimate that 1,300 -1,500 people attended.</p> <p>For the past two years we have worked hard to turn a wonderful idea into a quality event that attracts people to our town and makes those who live and holiday feel exceptionally proud to be part of it. This inevitably requires a lot of time. We have three main organisers of the event, several peripheral support crew and a large contingent of volunteers who mobilise on the day. The event requires reasonably intense organisation for the three months prior with fortnightly meetings.</p> <p>We try to make it as easy and enjoyable as possible for the guest (volunteer) chefs, the stallholders, and the community guests. We call in many favours to draw on community resources and talents, from the masterclasses conducted by the Akaroa Cooking School, the local beekeeper and our resident inventor, to the farmer who provides the hay bales for seating, the Akaroa Laundry who provides the table cloths, the electrician, Akaroa Area School for sound system, talented local musicians etc. The Akaroa and Bay Lions Club erects and disassembles their marquee free of charge. The cake auction at the event, the community produce table and the master-classes generally raise \$3,000 toward our new Integrated Family Health Centre. St Johns and our local Police attend. Akaroa District Promotions assist us with Facebook promotion however with their limited budget they are not able to deploy their resources in our direction.</p> <p>Resourcefulness is the key to pulling this all together however that requires considerable time from volunteer organisers.</p> <p><b>2. How Well Did You Do It?</b> Our key barometer for the quality of the event is the feedback we receive from the community, the sales at the chef stalls and market stalls and the number of people that attend.</p> <p>We were thrilled with the event in 2018. Ably assisted by terrific weather, the number of people surpassed our expectations and a huge cross section of the community had a wonderful day.</p> <ul style="list-style-type: none"> <li>We estimate over 1,200 people visited the festival, purchasing producers' products and the chef tasting dishes.</li> </ul>	<p><b>3. Who is Better Off as a Result of Your Work?</b> Small communities rely tremendously upon each other and events such as this remind us all why we live here, environment aside.</p> <p>Currently Akaroa is a gateway to Canterbury for a huge number of cruise ships that polarise our permanent population of 600. It's essential to have events that draw us together and celebrate what is special about our place and the people in it. The \$5 ticket price is achievable by all in our community and the environment is intentionally designed to allow people to dwell, enjoy time together, rally around a cause that is important to us all.</p> <p>It's also an important draw card to Akaroa in the shoulder season - our business owners come up for air and our holiday makers enjoy the town for the reasons they purchased here....the people, atmosphere, environment and food.</p> <p>The location is in a beautiful garden where only the most interested and intrepid cruise ship passengers bother to travel, and we're happy to host them for a taste of something authentic and local.</p> <p>The Akaroa Harvest Festival 2018 was a celebration of the Peninsula's finest produce, people and the natural beauty and abundance of our place.</p> <p>It aimed to draw the community together by providing:</p> <ul style="list-style-type: none"> <li>great food with dishes prepared by our local food heroes (chefs or people renowned for their prowess),</li> <li>the Peninsula's fresh and preserved produce, musical talent from within the community,</li> <li>an avenue to raise funds for the new Akaroa Health Centre that will replace our hospital which fell victim to the 2011 quakes,</li> <li>all enjoyed in a delightful private garden setting.</li> </ul> <p>We have a broader aspiration to position Akaroa as a "foodie haven", attracting more people to visit and enjoy the Peninsula. Our stated aims are:</p> <ul style="list-style-type: none"> <li>Position Akaroa as a premium authentic food experience. Celebrate success stories from the Peninsula e.g. Akaroa Salmon, Barry's Bay Cheese, Akaroa Cooking School, and also provide a local launchpad for other boutique products by offering them for Harvest Festival guests to enjoy.</li> <li>Showcase Peninsula fare in an engaging way to generate national media attention.</li> </ul>

## END OF PROJECT SUMMARY

	<ul style="list-style-type: none"> <li>• After feedback last year, a \$5 entry fee was instigated and to the best of our knowledge people were well prepared to pay this for the quality of the event, food and entertainment.</li> <li>• 24 stallholders promoted their products and were largely thrilled with the response from the community.</li> <li>• Recipe cards made the food accessible and were a huge hit, drawing on the "home chef" culture by giving people instructions re how to create their favourite chef dishes at home.</li> <li>• We were also grateful for community groups and individuals that wanted to see the event fly because a) they had loved previous years' Harvest Festivals and felt it contributed greatly to the community calendar of events, and b) because it was raising funds for the Akaroa Community Health Trust.</li> <li>• \$3,500 was raised for the Akaroa Community Health Trust through the cake auction, community table and masterclass donations.</li> <li>• There is still untapped potential to attract our holiday makers and people from Christchurch. We could improve this with greater investment in marketing.</li> </ul> <p>The community expectation of a wonderful day was reinforced in 2018 after a good start in 2017 and we hope we are able to run this event in conjunction with CCC in the future.</p>	<ul style="list-style-type: none"> <li>• Connect the dots within our community; locals, those that own holiday homes here, families, schools, business owners, producers, farming community.</li> <li>• Entice Cantabrians or those from further afield to make a weekend of it and bring important revenue to the town annually by getting the Akaroa Harvest Festival on the "must do" events calendar.</li> </ul> <p>We would dearly love to continue on this journey and ensure Akaroa remains a destination for quality food experiences.</p> <p><b>4. Expenditure Report</b></p> <p>Total Council Grant: \$1,000.00 Total Amount Spent: \$3,257 (the festival requires funds in excess of \$1,000 to run, hence we charged a gate entry).</p> <p>Wages: \$40 (child care) Accommodation/Rent: \$1,000 (venue) Equipment: \$1,411.63 (portaloos and rubbish bins, bamboo boats, forks, napkins) Promotional / Marketing: \$657.20 Resources: \$148 (recipe cards)</p>
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## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056780</p> <p><b>Organisation Name</b> Akaroa Resource Collective Trust</p> <p><b>Name of Project</b> Ongoing Community Resilience Building</p> <p><b>Granted Amount</b> \$30,000</p>	<p><b>1. How Much Did You Do?</b> 100 hours Akaroa Resource Collective Trust (ARCT) is open 30-40 hours every week apart from a summer break of 3 weeks and has one full time manager, two part-time staff, a Board of seven Trustees and many volunteers.</p> <p>ARCT delivers the Ministry of Social Development Heartlands programme and acts as a facilitator for many national and regional social services that do not have branches in Akaroa. As this facilitator ARCT is the meeting place for other social service providers to work with people in the Akaroa area. Over the past year ARCT has organised and facilitated service to the community from Work and Income, Cervical Screening, Plunket, Audiologists, specialised counselling and many other specialty services.</p> <p>ARCT has organised community events from funerals, to holiday programmes, roller discos, Christmas in the Park and elderly transport into Christchurch.</p> <p>ARCT also gets involved in solving social issues in the area delicately and holistically in conjunction with the school, police and health providers. ARCT provides a drop-in centre for the community and helps with the many enquiries that come through the door: health queries, work and income queries, domestic queries, financial assistance and budgeting advice, counselling and impartial listening and referrals. Specifically, new people to the district, youth and the elderly are given a safe space to express themselves, be heard and supported with tools to move forward with confidence in life.</p> <p><b>2. How Well Did You Do It?</b> ARCT provides a confidential, open and impartial service to all of the community and is always busy with people coming and going. The use of the facility by other social service providers continues to increase as the larger organisations realise the effectiveness of being able to bring the services out to the more rural areas safely and efficiently. Having a central organisation (ARCT) who organises the consultations locally is a huge plus and is a factor in the increased use of this way of working.</p> <p>ARCT continues to be busy organising local events and the manager is looking to outsource some of the event organising as she is kept busy with the social service side of the organisation.</p> <p>Due to the high quality and longevity of the service provided, ARCT is often the first point of call for at risk youth, families or the elderly and ARCT will act as the intermediary in working holistically through issues with all parties and professionals.</p>	<p><b>3. Who is Better Off as a Result of Your Work?</b> All of the Akaroa community benefits from the work ARCT does. Many people are benefited by local knowledge of larger social service providers and the ability to solve problems locally instead of through the larger regional and national services, ARCT being the middle point in this way of working.</p> <p>Many local people can have services such as counselling, cervical screening, audiology, Plunket, Work and Income through ARCT that they would otherwise have to travel through the Christchurch for. This is a HUGE service to the community in itself.</p> <p>Many people remark on the benefit of just having somewhere to pop in to download or chat about local issues and get an impartial and compassionate listening space to do so. Many youth can talk to staff who are outside of the school or medical services and ARCT can provide this safe and intermediary service to the community.</p> <p>In 2018 ARCT has received some letters of recommendation from community organisations supporting the work they do, and also produced a Strategic Plan.</p> <p>ARCT greatly thanks its sponsors and funders as it believes it makes a positive and important contribution to the surrounding community and could not keep doing this without community funding backup. ARCT looks forward to continuing to provide this service and due to its small size, and in-depth knowledge of the community can adapt easily to the changing needs of this small rural community.</p> <p>Through the next few years ARCT would like to keep providing the services it does, train up more of its staff and work on succession planning for social service community work into the future.</p> <p><b>4. Expenditure Report</b> Total Council Grant: \$30,000.00</p> <p>Total Amount Spent: \$30,000 Salaries/Wages: \$20,000 Administration: \$7,000 Telephone, internet: \$3,000</p> <p><b>Attachments Received</b> Information and plan</p>



## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056872</p> <p><b>Organisation Name</b> Banks Peninsula Community Development Group</p> <p><b>Name of Project</b> Love Banks Peninsula</p> <p><b>Granted Amount</b> \$500</p>	<p><b>1. How Much Did You Do?</b></p> <p>Approximately 200 hours.</p> <p>We held The Drum Festival. This was our 7th annual event which had over 50 performers and 150 guests over the weekend of 24/25 February 2018. Our other annual event, Old School at The Old School was successfully held on Easter Sunday 2018. Over 100 locals and visitors enjoyed an afternoon of music and games.</p> <p>We organised a 'Clean Up Little River' day. Over 20 people turned up, mostly young families to clean up rubbish around the village centre and road. A great day and positive feedback from those that attended.</p> <p>We have placed a 'Please Slow Down' sign at the entrance of Little River. We also lobbied NZTA for better road safety signage and have and have erected a safety sign encouraging people to slow down.</p> <p>Members were involved in the organising and set up of The Okuti River Project. Over 900 plants were planted on a section of the Okuti River. Over 40 locals and a few city residents helped out.</p> <p><b>2. How Well Did You Do It?</b></p> <p>The Drum festival had great feedback from participants and performers. However, it has been decided to move the date of the festival to spring. A drum retreat is planned for April 2019.</p> <p>Old School at the Old School was very well received, especially by kids, who enjoyed the egg hunt! Parents commented more such events were needed. It was a perfect opportunity for residents to catch up, and for visitors to experience a small community gathering.</p> <p>The Clean Up day was an opportunity for locals to take some pride in their environment and a great chance for kids to learn about recycling and rubbish issues.</p> <p>There has been positive feedback from placing the 'slow down' sign in Little River. Frustration with NZTA over their lack of help and reluctance to place more road safety signs on state highway 75 has led to another approach of asking for local input and property to place safety signs.</p> <p><b>3. Who is Better Off as a Result of Your Work?</b></p> <p>The most significant result is noting a reduction of speeding vehicles through Little River. From a community perspective this is great to see as it makes our children and residents feel safer in the village main street. Attitudes are changing</p>	<p>and a sign to remind people to slow down through the village reinforces the reduction of the limit from 70 to 60km.</p> <p>The Drum Festival always sees participants exposed to new cultures and styles of percussion. Drummers have access to professional tutors to extend their knowledge and abilities.</p> <p>Little River looks a bit cleaner due to the clean-up day, so everyone benefits from a community that takes this sort of initiative.</p> <p>We are a small group who informally meet to discuss the issues of the community and to help find solutions to some of those issues, such as safety and sustainability. Ideally with more resources we would like to extend our time to develop a more sustainable and resilient community. This includes bidding for Council contracts to increase employment opportunities for locals and to save the Council money.</p> <p><b>4. Expenditure Report</b></p> <p>Total Council Grant: \$500.00</p> <p>Total Amount Spent: \$500.</p> <p>The grant was for volunteer expenses, but group members suggested they preferred the money to be spent on an event which they would benefit, but so would the wider community.</p> <ul style="list-style-type: none"> <li>- Equipment: \$250- equipment hire for Old School event. Donated from Massive.</li> <li>- Hall Hire: \$190 - Okuti hall hire</li> <li>- Safety Signs: \$156</li> <li>- Promotional / Marketing: \$10 - posters for event</li> <li>- Performer fees and hire of turntables: \$150</li> <li>- Other (koha): \$30 - ice creams for kids that helped out on the Clean Up day.</li> </ul>

## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056904</p> <p><b>Organisation Name</b> Community Watch City to Sumner Incorporated</p> <p><b>Name of Project</b> Two-way Radio Upgrade Split 40% BP/60% LCH</p> <p><b>Granted Amount</b> \$480</p>	<p><b>1. How Much Did You Do?</b></p> <p>Total volunteer hours: Approximately 850 hours.</p> <p>Patrolled the streets from Linwood to Lyttelton; including Diamond Harbour during summer.</p> <p>Most days of the week and nights at the end of the week.</p> <p>We have between 40-50 members patrolling on 4hour shifts on various days of the week.</p> <p>As well, we report rubbish and graffiti to CCC.</p> <p><b>2. How Well Did You Do It?</b></p> <p>Very hard to quantify. But in the Linwood area it is now difficult to find graffiti. Before Linwood was bad for graffiti (Linwood Ave 70++ tags; hard to find one now).</p> <p>And very low number of car break-ins at large public events.</p> <p><b>3. Who is Better Off as a Result of Your Work?</b></p> <p>The public in our area is safer. Graffiti is down. Crime is down.</p> <p>We work with the Police and the CCC to make for a safer community.</p>	<p><b>4. Expenditure Report</b></p> <p>Total Council Grant: \$1080.00</p> <p>(Split Application: \$600 from the Linwood-City-Heathcote Community Board and \$480 from the Banks Peninsula Community Board.)</p> <p>Total Amount Spent:</p> <p>Equipment: \$ 1,912.45</p> <p><b>Attachments Received</b></p> <p>Invoices</p>



## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056653</p> <p><b>Organisation Name</b> Diamond Harbour Community Association Inc</p> <p><b>Name of Project</b> Getting to the Point Summer Concerts</p> <p><b>Granted Amount</b> \$3,000</p>	<p><b>1. How Much Did You Do?</b></p> <p>Total volunteer hours for this project: 173</p> <p>Includes - Diamond Harbour Community Association Sub-Committee Members Sound Technicians Other volunteers – event support (including set up and pack down)</p> <p>The DHCA Sub-Committee worked through a series of meetings to plan the 2018 programme and to develop, recruit and supervise a contract position of paid Co-ordinator. The Live at the Point music series ran for eight consecutive Sundays in the months of January, February and March. We had one band playing each Sunday afternoon for two hours. The eight bands were made up of a total of 25 musicians. The Co-ordinator worked over a period of 9 months with suppliers, local authority representatives, sponsors and 14 volunteers of the Diamond Harbour community who helped in a range of tasks including recruiting and booking of bands, recruiting and training of sound engineers, pack up/pack down and sound engineering at each concert. Over the eight weeks, we had an average of 350 people in attendance per week.</p> <p><b>2. How Well Did You Do It?</b></p> <p>Live at the Point 2018 was the seventh consecutive series we have had in Diamond Harbour. Their popularity means they have been enjoyed year after year by members of the local and wider community. Moving to a paid Co-ordinator role has greatly improved the quality of the organisation and outcomes. This year saw a record number in attendance in comparison to previous years. The variety of music and quality of the musicians surpassed the audiences' expectations (feedback received) as they enjoyed a relaxed Sunday afternoon with friends and family. Helpful feedback from potential local sponsors who did not financially contribute this year is helping us to review our sponsorship plan to better meet their needs. We successfully met our goals for Live at the Point 2018 and within budget.</p>	<p><b>3. Who is Better Off as a Result of Your Work?</b></p> <p>The Live at the Point series has a positive influence in people's lives. They give people the opportunity to come together, socialise, and relax in a carefree environment. Local businesses, such as eateries and the ferry service see increased revenue as tourists come over specifically for the event. Through organising these events, the Co-ordinator developed her organisation, compliance/contracting and communication skills. Working on this project also made her appreciate what it means to be part of a community.</p> <p>The Godley House site is a tremendous community asset and Live at the Point is a vehicle to celebrate and enjoy the site and an opportunity to connect with its history. Live at the Point's purpose and roots go back to SPRIG, the Stoddart Point Regeneration Ideas Group that worked on a recovery plan for the Godley House site after it was demolished in the wake of the 2010-2011 earthquakes. Village Planning in partnership with the Council is still ongoing.</p> <p><b>4. Expenditure Report</b></p> <p>Total Strengthening Communities fund grant = \$3,000</p> <p>Total amount spent: = \$17,317.98</p> <p>Breakdown as follows:</p> <p>Salaries/Wages: \$2,300.00 Equipment (Bays Bins, Toilet Hire, Gazebo): \$2,489.64 Promotional/Marketing: \$4,692.09 Bands: \$7,175.00 Public Liability Insurance: \$661.25</p> <p><b>Attachments Received</b></p> <p>Invoices</p>

## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056854</p> <p><b>Organisation Name</b> Little River Support Group</p> <p><b>Name of Project</b> Little River Swimming Pool</p> <p><b>Granted Amount</b> \$2,500</p>	<p><b>1. How much did you do?</b> Volunteer hours: 1,000 Little River School Pool - Money from this grant helped subsidise the costs associated with the pool to allow it to be open to the community during the summer season.</p> <p><b>2. How well did you do it?</b> The community benefit by having access to a pool 12 hours a day from mid-December to late January, as well as five hours each night during the school year in November, February and early March (approximately 860 hours).</p> <p><b>3. Who is better off as a result?</b> During this time locals are not only improving their swimming skills but they are also catching up with locals as it is a great place to meet/play/swim with neighbours you don't get a chance to see very often. Children are becoming more confident in the water by having a safe fun environment to be in. There would be a greater cost to the individuals if this grant was not available.</p>	<p><b>4. Project Expenditure Report</b> Total Council Grant: \$3,000.00 Total Amount Spent: \$ 3,000 \$ 3000.00 goes to the school towards the running costs of the pool.</p> <p><b>Attachments Received</b>  Receipts Financial Report and breakdown</p>

## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056803</p> <p><b>Organisation Name</b> Little River Volunteer Fire Brigade</p> <p><b>Name of Project</b> Emergency Services Cadets</p> <p><b>Granted Amount</b> \$3,000</p>	<p><b>1. How Much Did You Do?</b></p> <p>Somewhere between 500 and 600 hours. We have worked with around 40 children aged between 10 and 16. This is every Friday for two hours during school term time for the year. This also included an overnight camp with the Cadets.</p> <p><b>2. How Well Did You Do It?</b></p> <p>Feedback from parents of the children we work with has been overwhelmingly positive. We believe that expectations have been met if not exceeded.</p> <p><b>3. Who is Better Off as a Result of Your Work?</b></p> <p>As part of our programme the children are able to work toward badges to show that they have learnt and can apply the skills and knowledge we are teaching them. All of the kids attending achieve at least some level in these badges, including children with specific learning difficulties. We are also particularly proud that several of the kids have now moved from our Cadet programme to joining the local Brigade as Volunteer Fire Fighters.</p>	<p><b>Attachments Received</b></p> <p>Invoices</p>

## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056450</p> <p><b>Organisation Name</b> Lyttelton Community House Trust</p> <p><b>Name of Project</b> Wages &amp; Operational Costs</p> <p><b>Granted Amount</b> \$20,000</p>	<p><b>1. How Much Did You Do?</b></p> <p>We are privileged to receive approximately 6,000 volunteer hours per year.</p> <p>The grant allowed us to continue to cover overheads and employ our community development worker and cook who could keep the drop-in centre open for assistance and support to our local vulnerable and elderly; we provided a community lunch every Tuesday, with approximately 500 meals served in the 2017/2018 year and up to five cooked meals a week were delivered to local elderly plus some food parcels were organised for those in urgent need.</p> <p>We provided a drop-in space four days per week, also appointments with our social worker, advocacy, and CV preparation. We had 1,452 such contacts in the 2017/2018 year. We also had monthly coffee mornings around the local area, also termly visits to the Lyttelton Kidsfirst Kindergarten for local elderly, involving more than 60 persons. We facilitated a local elders walking group with around 380 contacts in the year.</p> <p><b>2. How Well Did You Do It?</b></p> <p>We continue to attract a large group of dedicated volunteers, and dedicated enthusiastic Board, with 9-12 volunteers a week assisting in delivering our various programmes to consistently high numbers of users. These services are essential for the elderly, disabled, isolated and vulnerable where they receive respect, care and kindness, a warm lunch, a cup of tea, a warm social accepting environment.</p> <p>Our various activities bring together the wider community in support of the vulnerable, and foster a community spirit. We are alerted to someone who needs support and we do what is needed, providing individual services as needed to each person we support.</p> <p><b>3. Who is better off as a result of this project?</b></p> <p>We are the only local provider of home delivered meals to the elderly and fragile. Without our service many would struggle to remain in their own homes and would be institutionalised earlier than necessary, or they might remain at home malnourished, which could potentially lower their life expectancy. We get high numbers for our community lunches where otherwise isolated people can get a nourishing meal and be part of the group - encouraged to talk, to play games, do a jigsaw, use the internet, read a paper.</p>	<p>We give support as necessary to those who access our drop-in centre. This may be help with preparing a CV, advocacy with government agencies, computer tuition, a friendly welcome, a warm lunch, a cup of tea and sympathetic ear. We set up and run a walking group for local elderly to keep them active. We take a group of elderly to visit the kindergarten termly, where both the children and their visitors get great enjoyment from the visit.</p> <p><b>4. Tell us about the project – the story behind your performance</b></p> <p>We have been a support to the people of Lyttelton for many years. Lately we have also found more and more people from further afield are dropping in and accessing our services. We liaise with local agencies e.g. the Lyttelton Medical Centre, Police and Department of Corrections to assist those struggling in our local area. We are well known and respected by these agencies and by locals and because we are situated within our local community we know its needs and can respond well to them. We provide essential support to many of those most requiring it in Lyttelton – vulnerable elderly, people with disabilities or mental health issues, those isolated and lonely. Without your much valued support we could not continue to provide these quality and much needed services and we again thank you for your ongoing support.</p> <p><b>5. Expenditure Report</b></p> <p><b>Total Council Grant:</b> \$20,000.00</p> <p><b>Total Amount Spent:</b> \$20,000.00</p> <ul style="list-style-type: none"> <li>- Salaries/Wages:\$18,797.47</li> <li>- Power:\$729</li> <li>- Insurance:\$473.53</li> </ul> <p><b>Attachments Received</b></p> <p>Financial Statements</p>



## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056767</p> <p><b>Organisation Name</b> Lyttelton Historical Museum Society</p> <p><b>Name of Project</b> Lyttelton Museum Rebuild - Administrative Support</p> <p><b>Granted Amount</b> \$5,950</p>	<p><b>1. How Much Did You Do?</b></p> <p>Volunteer Hours: The Society has a Committee of 14 plus our members to draw on to provide volunteer support for our projects. We also pay for professional support to complement the volunteer work where we cannot source volunteers. Our volunteer hours for the 2017-18 year include the following:</p> <ul style="list-style-type: none"> <li>• Lyttelton Museum Rebuild - 795 hours</li> <li>• Collection Management - 308 hours</li> <li>• Exhibitions - 694 hours</li> <li>• Website and social media - 104 hours</li> <li>• Governance - 655 hours</li> </ul> <p>The funding we received has paid for an administrator who has supported the Society with the administrative tasks needed to make this project a reality. During the period covered by grant (1 September to 30 April 2018) we have made the following progress towards the Lyttelton Museum Rebuild:</p> <ul style="list-style-type: none"> <li>• Completed the Concept Design stage</li> <li>• Presented the Concept Design to the members of the Society and to the Lyttelton Community</li> <li>• Received feedback on the Concept Design which has been incorporated into further design work</li> </ul> <p>Subsequent to the period covered by the grant we have also completed the Preliminary Design phase and presented the design to the Lyttelton Design Panel.</p> <p><b>2. How Well Did You Do It?</b></p> <p>We have had a good response to our request for feedback on the Concept design for the building with mostly positive comments as well as some constructive suggestions. Presentations to the Community have been made and we have had good attendance and comments.</p> <p>Progress towards the rebuild is being made with fundraising due to start in 2019.</p>	<p><b>3. Who is Better Off as a Result of Your Work?</b></p> <p>Rebuilding the Lyttelton Museum has broad community support - when we first started the project we surveyed the Lyttelton Community and received an overwhelmingly supportive response for a new Museum building rather than any of the other solutions (i.e. putting the collection in storage and creating an online museum, or merging with another entity). We believe the whole Community will benefit from having a place that stores and tells their stories.</p> <p>While we are working towards a new Museum building we have also been continuing a programme of exhibitions, maintaining our website and continuing our social media presence. We have delivered newsletters to our members and other interested parties and held members meetings from time to time to maintain contact with supporters.</p> <p><b>4. Expenditure Report</b></p> <p>Total Council Grant: \$5,950.00 Total Amount Spent: \$6,340.52</p> <p>- Administration: \$6,340.52 - contract administrator</p> <p><b>Attachments Received</b> Invoices</p>

## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056536</p> <p><b>Organisation Name</b> Lyttelton Information and Resource Centre Trust</p> <p><b>Name of Project</b> Lyttelton Review</p> <p><b>Granted Amount</b> \$3,500</p>	<p><b>1. How Much Did You Do?</b></p> <p>Approximately 600 hours</p> <p>There have been 22 copies of the review published between Oct 2017 to Sept 2018. Each of those copies contains a number of written articles and photographs; some are written by our team who go and undertake interviews and research. We also receive external contributions - both written articles and event flyers and reviews. External contributors hours can not be reflected in the overall hours as we do not measure this, therefore 'how much' is higher than reflected in above hours. In addition to this we have to regularly check events in the area, contact details and community groups. Time is also spent in the distribution of copies.</p> <p><b>2. How Well Did You Do It?</b></p> <p>We have had another very successful year. Our paper copies are snapped up quickly and there are never any spares. We have maintained our data base of readers at a constant 1,040 subscribers. The Facebook likes are also constant at 606. Our ISSUU publication figures have increased substantially. Reading numbers have gone from 3,599 to 6,843 within a year. This reflects many overseas readers. We have readership in Australia, USA, UK the wider Pacific.</p> <p>Feedback does not only come from positive verbal feedback, but by the increase in people wanting to contribute to the Review itself - writing articles, adding event information and the desire for people to share their own or family history. There has been a rise too in the number of businesses and community groups wanting to become a part of the Review which I take as a sign of quality and progress.</p> <p>Some specific reader responses include:</p> <p>"Great work thank you". (New Resident)</p> <p>"Thanks for summarising the stuff from the presenters at the LEC AGM. Also, thanks to you and your colleagues for the Review - it must take an awful lot of effort to make it happen". (Lyttelton Community Association)</p> <p>"Wow this issue is so action/info packed!" (Reader)</p>	<p><b>3. Who is Better Off as a Result of Your Work?</b></p> <p>There are a number of volunteers that have regularly contributed as writers on The Review. These have all been new to sharing their work, but keen to share their stories, be it poetry or personal anecdotes. For some it has been a strengthening and confidence building exercise and it has been a pleasure sharing and reading their work.</p> <p>People enjoy seeing their name in print or that of family and friends, the articles we write focus upon people in the harbour and it piques their interest further if it is someone or somewhere they know or knew. These situations bring happiness directly and indirectly to those involved and readers alike. The readers of The Review also benefit greatly from the issues produced. Not only do we inform the community of happenings in the area, but we also share history, local knowledge and changes happening in the harbour.</p> <p>The key to our success is this is a community publication. We write and produce the Review because we care about our place and we want our community stories to be told. There is a willingness to make the Review happen no matter what. Coupled to that is a community that trusts us. It is a lovely two-way relationship. The community wants us and we want to tell their stories.</p> <p><b>4. Expenditure Report</b></p> <p>Total Council Grant: \$3,500.00 Total Amount Spent: \$4,296.50 (Design Layout Preparation)</p> <p><b>Attachments received</b></p> <p>Invoices</p>

## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056673</p> <p><b>Organisation Name</b> Lyttelton Seafarers Centre Charitable Trust</p> <p><b>Name of Project</b> Lyttelton Seafarers Centre Operational Costs</p> <p><b>Granted Amount</b> \$4,000</p>	<p><b>1. How Much Did You Do?</b></p> <p>2,600 Volunteer Hours</p> <p>We have served around 3,000 seafarers over the last year. We open the Seafarers Centre from 7 to 10pm Monday to Saturday. We provide a place for seafarers to spend time in, while in the Port. They contact their friends and family at home over the free Wi-Fi. We provide free food, clothes, books and anything else they require.</p> <p><b>2. How Well Did You Do It?</b></p> <p>We provided an excellent service to seafarers who do not have much support. They have very difficult lives and we provide someone to talk to and we look after their basic needs. The seafarers are very happy with our services however we do need to be open for additional hours.</p> <p><b>3. Who is Better Off as a Result of Your Work?</b></p> <p>This year there has been a large increase in the number of welfare concerns that we have been involved with. We have been able to open the Centre and be available for seafarers to talk to if they are having issues such as not being paid, health and safety concerns, and mental health issues. We work closely with other seafarers centres throughout the world to exchange information about welfare concerns. We were able to open the Centre for additional hours when there were ships in Port, which have reported issues and we have passed on the information to the International Transport Federation who are able to provide further assistance with the backing of New Zealand laws to resolve serious issues. We ran a conference on Seafarers Welfare to upskill all our volunteers about how best to assist with welfare issues. This was very beneficial and had great input by guest speakers from Maritime NZ and the Maritime Trade Union.</p> <p>I believe we have done a great job providing a much needed service to the seafarers in the Port of Lyttelton. Going forward we need to focus on opening for additional hours which is difficult with only relying on volunteers.</p>	<p><b>4. Expenditure Report</b></p> <p>Total Council Grant: \$4,000.00</p> <p>Total Amount Spent: \$4,000.00</p> <p>Administration: \$306 Telephone, internet: \$2,249 Security (Chubb for the building) and Insurance: \$1,445</p> <p><b>Attachments Received</b></p> <p>Budget</p>

## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056706</p> <p><b>Organisation Name</b> Okains Bay School Board of Trustees</p> <p><b>Name of Project</b> Okains Bay School/Community Pool - Cover and Winder</p> <p><b>Granted Amount</b> \$3,500</p>	<p><b>1. How Much Did You Do?</b></p> <p>Volunteer hours -10</p> <p>Liaised with Ian Coombes Ltd from June to November 2018, to ensure the best fit-for-purpose option and smooth installation of the Okains Bay School/Community Pool Cover and Winder for the new pool season.</p> <p><b>2. How Well Did You Do It?</b></p> <p>The installation of the new thermal pool cover and winder for the Okains Bay School/Community Pool ensured the water temperature was able to be kept at an optimal level for the school students to participate and enjoy their swimming lessons and the enjoyment of the wider community. The ease of the new pool winder was greatly appreciated.</p> <p><b>3. Who is Better Off as a Result of Your Work?</b></p> <p>The students, teachers, swim instructor and wider community have given positive feedback on the stability of the pool temperature and the ease of the new pool winder. The students of Okains Bay School showed a more positive attitude to participating in the morning swim lessons, were in the water longer and the skills they acquired were apparent at the Banks Peninsula Swimming Sports. The students have gained vital water safety skills, essential for their ongoing safety and well-being.</p> <p>The Board of Okains Bay School is committed to providing access to a local swimming pool for its students and wider community. In 2017, as well as installing the pool cover and winder through this grant from the CCC, the pool has had repairs completed and was painted, and in early 2018 a new pool pump motor was required due to damage through the new moon tides.</p>	<p><b>4. Expenditure Report</b></p> <p>Total Council Grant: \$3,500.00</p> <p>Total Amount Spent: \$3,750.64</p> <p>Equipment and travel included in combined pool repair trip invoice: \$3,750.64</p> <p><b>Attachments Received</b></p> <p>Invoices</p>



## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056512</p> <p><b>Organisation Name</b> Project Lyttelton Incorporated</p> <p><b>Name of Project</b> Activities and Events (Yr1 of 3)</p> <p><b>Granted Amount</b> \$18,000</p>	<p><b>1. How Much Did You Do?</b></p> <p>We have met the expected outcomes of the funding agreement:</p> <ol style="list-style-type: none"> <li>1. Staff have been employed in the roles of Manager, Time Bank Coordinator and Community Garden Coordinator for the funding year.</li> <li>2. The Summer Fest was delivered in February – March 2018. It consisted of four film nights (3 in Lyttelton, 1 in Governors Bay), two youth events (opening of the skate park, a combined water archery event with YouthTown), a creative sampler event run by the Time Bank and the Community Grown Dinner.</li> <li>3. A Fashion Show was run by the Garage Sale in collaboration with Lyttelton Primary School on 15 Sept 2017.</li> <li>4. The Community Garden instigated a weekly workshop aimed at teaching people how to establish and grow a food garden.</li> </ol> <p><b>2. How Well Did You Do It?</b></p> <p>Attendances:</p> <ol style="list-style-type: none"> <li>1. Fashion Show: 30 participants in the show with approximately 100 attendees</li> <li>2. Film Nights: 108 tickets sold (uncertain how many Time Bank tickets sold for Time Bank credits)</li> <li>3. Youth Events: approximately 100 at the skate park opening and 30 at the combined water and archery event</li> <li>4. 60 tickets sold for the Community Grown Dinner</li> <li>5. Creative Sampler on food: 20 workshops for approximately 100 people. Plus another 40 attendees at a workshop on rubbish and waste minimisation.</li> </ol>	<p>Challenges:</p> <ol style="list-style-type: none"> <li>1. Getting attendees at Governors Bay,</li> <li>2. It rained on the first film night. The event was moved into Trinity Hall but attendance was down.</li> <li>3. The Community Garden is still getting up and running after the toxicity scare. Events like the weekly workshop assist in promoting volunteering at the garden. The Garden should become more active over the next 6 months.</li> </ol> <p>Big Successes:</p> <ol style="list-style-type: none"> <li>1. The youth events highlighted the need for events targeted at this group. Attendances at these events acted as the spur for starting the youth group at the Lyttelton Recreation Centre.</li> <li>2. The collaboration built with Lyttelton Primary School through the film nights, time banking, the youth events and the fashion show.</li> </ol> <p><b>4. Expenditure Report</b></p> <p>Total Council Grant: \$18,000.00</p> <p>Total Amount Spent: \$24,724</p> <p>All funds were spent as per the following summary:</p> <ol style="list-style-type: none"> <li>1. PL Manager: allocated \$10, 000; spent \$10, 000</li> <li>2. Timebank Coordinator: allocated \$4,000; spent \$4,000</li> <li>3. Summer Fest: allocated \$4,000; spent \$10,724.00</li> </ol>

## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056722</p> <p><b>Organisation Name</b> Stoddart Cottage Trust</p> <p><b>Name of Project</b> "Activating the Spaces" Project</p> <p><b>Granted Amount</b> \$8,000</p>	<p><b>1. How Much Did You Do?</b></p> <p>Between January and November 2018 (incl.) 1,577 volunteer hours have been recorded. This is likely to be conservative because many volunteers under-report their hours. Volunteers include Stoddart Cottage Trustees, members of the Stoddart Cottage Gallery Craft Co-operative, and others interested in working at the cottage, about 40 people all together.</p> <p>There have been 12 month-long art exhibitions by local artists at the cottage since the cottage manager was engaged in November 2017. In addition there were displays or events associated with Heritage Week and Archaeology Week.</p> <p>In December 2017 the cottage began to open to the public on Fridays as well as Saturdays and Sundays, increasing opening hours from 12 to 18 hours per week, and two people are generally in attendance instead of one. This means 12 volunteers now work at the cottage each week compared with 4 per week prior to the engagement of the cottage manager. The increased opening hours are only possible because of the funding for the cottage manager.</p> <p>In addition to the exhibitions and the craft shop, we hosted a number of visiting groups from town. Two talks about the history of the cottage were well attended. At least two craft workshops were also held. A small group of craftspeople met weekly at the cottage to work on projects together for a month or two in the winter, but this activity discontinued because there was not enough interested to make it worthwhile.</p> <p>Two groups of senior students from Diamond Harbour School also came to learn about the history of the cottage and the life and work of artist Margaret Stoddart who was born there. They then made watercolours of their own which were exhibited at the cottage during July. This was considered very successful and is likely to be repeated biennially.</p> <p><b>2. How Well Did You Do It?</b></p> <p>Entries in the visitor book, without exception, record positive reactions by people visiting the cottage.</p> <p>Two or three Craft Co-op members have resigned during the year for various reasons but overall membership has grown from 20 at the time the co-op began to 31 at the end of November 2018. The growth in membership of the craft co-op has been accompanied by developing esprit de corps in the organisation. Many members report enjoying their duties and the company of other members.</p>	<p><b>3. Who is Better Off as a Result of Your Work?</b></p> <p>Volunteers are better off because they feel valued and enjoy social contact with visitors and others volunteering at the cottage. A community of craftspeople/volunteers is developing.</p> <p>Craft Co-op members are better off because they generate some income from their skills, as well as enjoying the benefits of working productively with others on a shared enterprise. Some have learnt new skills becoming confident in the use of Payclip to process electronic sales and the basic financial management of sales.</p> <p>The public is better off because there is access to a significant heritage place three days a week plus public holidays. Visitors to Stoddart Cottage are better off because they experience a heritage place enriched by local art and craft.</p> <p>Local people are better off because increased familiarity with the cottage and its stories supports a collective sense of belonging and contributes to community pride. A surprising number of visitors are local people who have never been inside the cottage before. This was especially noticeable when we had the school exhibition.</p> <p>Diamond Harbour businesses which rely on visitors are better off because Stoddart Cottage Gallery provides an attraction which helps to bring visitors to Diamond Harbour.</p> <p>Trustees are better off because they are not overworked and have capacity for new heritage initiatives and activities, and a small but steady income to support cottage maintenance and heritage activities and to save toward the long term goal of adding a small number of original Margaret Stoddart paintings to our collection for display at the cottage where she was born.</p> <p>For the story behind our performance please see our SCF application and the blog at <a href="http://www.diamondharbour.info">www.diamondharbour.info</a>, in particular last year's annual report which is also attached to this email. See also Stoddart Cottage Gallery Facebook page.</p>

## END OF PROJECT SUMMARY

	<p>We held two volunteer recognition events this year: an evening one in April at the Stoddart Cottage Trust AGM which was not particularly well attended and a late afternoon Christmas Party at the end of November which was attended by about 40+ people.</p> <p>One of the Trust's key targets is to increase the number of visitors to Stoddart Cottage.</p> <p>In the 12 months since the Trust engaged the cottage manager (December 2017-November 2018 inclusive) a total of 6,047 visitors to the cottage were recorded. This is an increase from 4,853 recorded for the 12 months between April 2017 and March 2018.</p> <p>The average visitor number per month has increased from 296 to 503 since the contractor was engaged.</p> <p>Increased visitor numbers are related in part to marketing activities undertaken by volunteers and the cottage manager.</p>	<p><b>4. Expenditure Report</b></p> <p>Total Council Grant: \$8,000.00</p> <p>Total Amount Spent: \$ 8,034</p> <p>Salaries/Wages: \$7,800 Administration: \$34 Volunteer recognition events: \$200</p> <p><b>Attachments Received</b></p> <p>Report</p>
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## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056875</p> <p><b>Organisation Name</b> Te Hapu o Ngati Wheke Incorporated</p> <p><b>Name of Project</b> Community Engagement Programmes</p> <p><b>Granted Amount</b> \$10,574</p>		<p>Extension granted for return – due 1 March 2019</p>

## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056537</p> <p><b>Organisation Name</b> The Gallery Akaroa Incorporated</p> <p><b>Name of Project</b> Akaroa Arts and Cultural Appreciation Forums</p> <p><b>Granted Amount</b> \$2,100</p>	<p><b>1. How Much Did You Do?</b></p> <p>In 2017, the Akaroa Gallery was granted by the Christchurch City Council (CCC) two sums of money from two differing funds i.e. The CCC Creative Communities and the CCC Strengthening Communities funds. The amount totalled \$4,100 and the purpose of the submission for these monies was to offer during 2018 a series of forums that engaged the local Banks Peninsula community in learning more about the arts in all its forms.</p> <p>On receipt of these monies the Akaroa Gallery committee developed a programme of forums and concerts to be held during 2018.</p> <p><b>2. How Well Did You Do It?</b></p> <p>This monetary grant enabled the committee to bring in expertise from Canterbury and beyond which formerly the gallery would not have been able to afford to do given the expenses that needed to be covered.</p>	<p><b>Attachments Received</b></p> <p>Report with expenditure listed</p>



## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056597</p> <p><b>Organisation Name</b> The Little River Wairewa Community Trust</p> <p><b>Name of Project</b> Secretary Wages and Little River Big Ideas Coordinator Wages</p> <p><b>Granted Amount</b> \$12,000</p>	<p><b>1. How Much Did You Do?</b> <u>Little River Village Planning Committee Project Coordinator</u></p> <p>A Project Coordinator has been employed on a contract basis to coordinate projects recommended from the Little River Big Ideas Plan between the Little River Wairewa Community Trust and other local and Banks Peninsula organisations together with relevant CCC staff. Contribution towards a Community Event 'Little River Dance'</p> <p><b>2. How Well Did You Do It?</b></p> <p>The social wellbeing of our community relies on our connections with each other and our ability to participate in ways we all feel comfortable, or which help us feel we have made a contribution. Fostering this sense of belonging means that when people in our community are in need, others are willing to help. The community indicated in the Little River Big Ideas plan that activities and events help to build and extend local connections. The Project Coordinator has been involved in community consultation for the projects in and assisting with the Little River Wairewa Community Trust's submission of these projects to the Christchurch City Council Long Term Plan.</p> <p><u>Currently they are working on:</u> Two walkways are proposed on paper roads. One runs from the library to the Okana River and the other from the children's playground up towards the top of Council Hill Road. In conjunction with the Runanga, reinstatement of the Welcome to Little River Sign</p> <p><u>Coordination of Traffic Safety Plan at Little River</u> The Traffic Engineer Consultants have worked with the LRVPC to devise options that met the project objectives. Five Options were presented to the committee. From these a preferred short term low cost option has been developed and discussed with the relevant Christchurch City Council traffic engineer and NZTA. This Option has been presented to the Banks Peninsula Community Board with a view to carrying out road marking improvements later this year. Longer term more substantial alterations presented by the engineers are being pursued by the LRVPC.</p> <p><b>3. Who is Better Off as a Result of Your Work?</b></p> <p>The entire Wairewa community will benefit from these projects as part of the Little River Big Ideas Plan</p>	<p>The plan, Little River Big Ideas, is the end result of more than two years' work by the local community and the Little River Issues Working Party. It outlines the community's ideas for improving the township and the steps that need to be taken to turn those ideas into reality.</p> <p>The plan will be a guide to future decision making on a number of bigger projects that agencies like the Council, Environment Canterbury and the NZ Transport Agency could consider. The plan was put together using the expertise of the local community, with some support from Council's Urban Regeneration Team and the community governance team.</p> <p>Importantly it also lays the groundwork for the community to get involved and to take the lead in the projects they feel passionately about. People are already putting their hand up to take charge of projects which means we can start bringing this plan to life.</p> <p>This plan is different because it is community-driven. It has got legs and we're looking forward to showcasing just what can be achieved when everyone works together with a common vision and purpose. How quickly the plan is implemented will depend on the extent the community gets engaged and works together, but a number of ideas and projects embodied in the plan are already being worked on.</p> <p>Council's Head of Urban Design, Regeneration and Heritage said the Council welcomed the Little River community's initiative and expertise in putting together the plan. Little River has set an example for other communities, and we look forward to working alongside them in the future.</p> <p><b>4. Expenditure Report</b></p> <p>Total Council Grant: \$12,000.00 Total Amount Spent: \$12,000.00 Coordinator Fees: \$7,417.00 Contractors: \$3,561.40 Resources (e.g. stationery): \$40.97 Contribution to Little River event: \$980.63</p> <p><b>Attachments Received</b></p> <p>Invoices</p>



## END OF PROJECT SUMMARY

Project Details	Project Outcomes (How much did they do, how well did they do it, and who is better off as a result)	Tell us About Your Project – The Story Behind Your Performance
<p>00056792</p> <p><b>Organisation Name</b> The Loons Club Incorporated</p> <p><b>Name of Project</b> Community Venue Development</p> <p><b>Granted Amount</b> \$9,550</p>	<p><b>1. How Much Did You Do?</b></p> <p>The Loons Club receives around 15,000 volunteer hours per year.</p> <p>After several years we are delighted that the rebuild of our beloved Loons building is underway. Our focus over the last year has been to push on with the rebuild under the direction of our very capable project manager Rohan Morgan. A considerable amount of work has been achieved already. We have attached documents relating to work completed on the auditorium and basement bar and café as at April.</p> <p><b>2. How Well Did You Do It?</b></p> <p>Photos of progress and work completed can also be seen on our Facebook page. The building is being used as much as possible. MUNZ (Maritime Union of New Zealand) is operating from the building and we also have a tenant in there who has a sewing business. Further building work is on hold pending finalisation of the last amount of funding, so as yet the building is not yet fully functional. We hope to have the building fully completed during 2019.</p> <p><b>3. Who is Better Off as a Result of Your Work?</b></p> <p>The true impact of our project will be evident once the building is fully functional and open to wider community use and enjoyment, but the rebuild has been enthusiastically supported by local organisations, businesses and residents.</p> <p>Whilst we are in the process of rebuilding The Loons as a club and flexible multipurpose community venue we have overheads such as rates, power and insurance and project management costs to cover which cannot be taken from funds raised for building work. As we have not been open as a club since the Christchurch earthquakes severely damaged the building, we have not been able to charge membership fees or derive any income from the building or activities in the building and so we have needed to ask for donations and grants to cover these expenses. Without these funds The Loons could not continue to completion of the rebuild and this wonderful historic building could be lost to the Lyttelton and wider Christchurch community. We thank the Council for your support with this grant to part cover these costs.</p>	<p><b>4. Expenditure Report</b></p> <p>Total Council Grant: \$9,550.00</p> <p>Total Amount Spent: \$9,550.00</p> <p>Insurance: \$1,827.56 Project Management: \$7,722.44</p> <p><b>Attachments Received</b></p> <p>Invoices</p>

Banks Peninsula Discretionary Response Fund 2018/19		Board Approval
Previous BUDGET	\$13,268.00	
Transfer of remaining unallocated funds (\$56,645) from the 2018/19 Strengthening Communities Fund to the 2018/19 Discretionary Response Fund	\$56,645.00	
Credit for unused grant to Project Lyttelton (N.Thompson email 20/11/2018)	\$289.00	
<b>Total BUDGET</b>	<b>\$70,202.00</b>	
<b>Youth Development Fund</b>		
<i>Allocations made</i>		
Angus Latham	\$300.00	24/09/2018
<b>Youth Development Scheme Allocated</b>	<b>\$300.00</b>	
<b>In Assessment</b>		
Charteris Bay Yacht Club - Openfleet Away Regattas	\$ 5,000.00	
<b>In Assessment Balance</b>	<b>\$ 5,000.00</b>	
<b>Declined</b>		
<b>Pending Board Approval</b>		
<b>Pending Board Approval Balance</b>	<b>\$ -</b>	
<b>Shape Your Place Toolkit</b>	<b>\$ 5,000.00</b>	
<i>Allocations Made</i>		
<b>Shape Your Place Toolkit Allocated</b>		
<b>Discretionary Response Fund</b>		
<i>Allocations made</i>		
Banks Peninsula Community Board - Summer with your Neighbours	\$3,000.00	9/07/2018
Banks Peninsula Community Board - Reserve Management Activity Costs	\$1,500.00	9/07/2018
Banks Peninsula Community Board - ANZAC Day Services	\$2,000.00	9/07/2018
Akaroa Resource Collective Trust - Akaroa Resource Collective Resilience Building Project	\$25,000.00	13/08/2018
Diamond Harbour Community Association Incorporated - Community Hall Committee Room Upgrade	\$2,500.00	13/08/2018
Wainui Residents Association Incorporated - Hall Access Ramp	\$1,445.00	13/08/2018
Little River Community Centre Incorporated - Little River Community Dance	\$350.00	15/10/2018
Diamond Harbour Community Association Incorporated - Live at the Point 2019	\$1,500.00	15/10/2018
Little River Playcentre - Playground Upgrade	\$2,000.00	12/11/2018
Governors Bay Community Association - Governors Bay Fete and Music Festival	\$2,648.00	17/12/2018
<b>Discretionary Response Fund Allocated</b>	<b>\$41,943.00</b>	
<b>TOTAL: Discretionary Response Fund Unallocated</b>	<b>\$27,959.00</b>	

Activity Costs - Reserve Management Committees year 2018/19

	Reserve Management Committee Name	Allocated	Budget	Remaining \$	Remaining %
1	Allandale	\$0.00	\$200.00	\$200.00	100.00%
2	Ataahua	\$0.00	\$200.00	\$200.00	100.00%
3	Awa-iti	\$0.00	\$200.00	\$200.00	100.00%
4	Cass Bay	\$136.40	\$200.00	\$63.60	31.80%
5	Diamond Harbour	\$0.00	\$200.00	\$200.00	100.00%
6	Duvauchelle	\$0.00	\$200.00	\$200.00	100.00%
7	Garden of Tane	\$0.00	\$200.00	\$200.00	100.00%
8	Le Bons Bay	\$0.00	\$200.00	\$200.00	100.00%
9	Little Akaloa	\$0.00	\$200.00	\$200.00	100.00%
10	Lyttelton Recreation Ground	\$0.00	\$200.00	\$200.00	100.00%
11	Lyttelton	\$0.00	\$200.00	\$200.00	100.00%
12	Okains Bay	\$0.00	\$200.00	\$200.00	100.00%
13	Pigeon Bay	\$0.00	\$200.00	\$200.00	100.00%
14	Robinsons Bay	\$0.00	\$200.00	\$200.00	100.00%
15	Stanley Park	\$0.00	\$200.00	\$200.00	100.00%
<b>Total</b>		<b>\$136.40</b>	<b>\$3,000.00</b>	<b>\$2,863.60</b>	<b>95.45%</b>

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## 16. Elected Members' Information Exchange

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