Te Pātaka o Rākaihautū
Banks Peninsula Community Board
AGENDA

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

Date: Monday 20 May 2019
Time: 10am
Venue: Akaroa Board Room
78 Rue Lavaud, Akaroa

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

13 May 2019

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

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

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Strategic Framework

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

Whiria ngā whenu o ngā papa
Honoa ki te mau rua tāukiuki
Bind together the strands of each mat And join together with the seams of respect and reciprocity.

The partnership with Papatipu Rūnanga reflects mutual understanding and respect, and a goal of improving the economic, cultural, environmental and social wellbeing for all.

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

Supporting Principles
Accountability
Affordability
Agility
Equity
Innovation
Collaboration
Prudent Financial Management
Stewardship
Wellbeing and resilience
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
Te Pātaka o Rākaihautū/Banks Peninsula Community Board
20 May 2019

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

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Karakia Whakamutunga
Mihi/Karakia Timatanga

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

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

3. Confirmation of Previous Minutes
   That the minutes of the Te Pātaka o Rākaihautū/Banks Peninsula Community Board meeting held on Monday, 6 May 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.

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.
Te Pātaka o Rākaihautū
Banks Peninsula Community Board
OPEN MINUTES

Date: Monday 6 May 2019
Time: 10am
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

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

6 May 2019

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Mihi/Karaki Timatanga: Tyrone Fields

The agenda was dealt with in the following order.

1. **Apologies**
   
   Part C
   Community Board Decision

   An apology for lateness was received and accepted from Andrew Turner.

2. **Declarations of Interest**
   
   Part B
   John McLister declared an interest in Item 9 - Te Pātaka o Rākaihautū/Banks Peninsula Community Board Area Report, Clause 3.1 – Memos/Information/Advice to the Board regarding Lyttelton Seafarers Welfare.

3. **Confirmation of Previous Minutes**
   
   Part C
   Community Board Resolved BKCB/2019/00040

   That the minutes of the Te Pātaka o Rākaihautū/Banks Peninsula Community Board meeting held on Monday, 15 April 2019 be confirmed.

   Tyrone Fields/Janis Haley
   
   Carried

4. **Public Forum**

   **4.1 Lyttelton Farmers’ Markets - Traffic Management**

   Kerry Donnelly, Manager of Lyttelton Farmers’ Market, and Wendy Everingham, Lyttelton Information Centre, spoke to the Board regarding traffic management at the Saturday Farmers’ Markets on London Street in Lyttelton.

   Following the March 2019 terror attacks in Christchurch, the stall vendors are concerned about pedestrian safety and would like to have the two entrances to the market blocked off at the London Street/Oxford Street and London Street/Canterbury Street intersections. Mr Donnelly will liaise with Council staff to investigate options to improve safety.

   Part B
That the Banks Peninsula Community Board:

1. Thanks Mr Donnelly for his public forum presentation.

5. Deputations by Appointment

Part B
There were no deputations by appointment.

6. Presentation of Petitions

Part B
There was no presentation of petitions.

7. Reserve Management Committee Meeting Minutes

Community Board Resolved BKCB/2019/00041

(Original staff recommendation accepted without change)

Part B

That the Banks Peninsula Community Board:

1. Receive the minutes of the Okains Bay Reserve Management Committee – 2 April 2019
2. Acknowledge the resignation of Derek Cox from the Okains Bay Reserve Management Committee.

Janis Haley/Jed O'Donoghue  
Carried

9. Te Pātaka o Rākaihautū/Banks Peninsula Community Board Area Report - May 2019

Community Board Resolved BKCB/2019/00042

[Original staff recommendation accepted without change]

Part B

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

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

Tori Peden/Jed O'Donoghue  
Carried

Andrew Turner arrived at the meeting at 10.45am.
8. Pedestrian Improvements - Godley Quay/Voelas Road, Lyttelton

Board Comment

1. The Board thanked staff for providing a comprehensive report on Pedestrian Improvements – Godley Quay/Voelas Road, Lyttelton.

2. The Staff Recommendation (Option 1) was moved and seconded, but when put to the meeting was lost.

3. The Board noted that none of the options in the report fully addressed the concerns of residents and the transport industry, but decided to prioritise those of residents and the local community by supporting Option 2 – Preferred Parking Restrictions.

4. Staff noted that Option 2, as supported by the Board, may not satisfy the requirements of the safety audit on this piece of road.

Lost Motion

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

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

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

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

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

5. Approve that all existing parking and stopping restrictions on the south east side of Godley Quay, between its intersections with Simeon Quay and Cyrus Williams Quay be revoked.

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

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

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

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

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

11. Approve that the stopping of vehicles be prohibited on the north west side of Godley Quay, commencing at intersection with Voelas Road and extending in a south westerly direction for a distance of 420 metres.
12. Approve that the stopping of vehicles be prohibited on the south east side of Godley Quay, commencing at intersection with Simeon Quay and extending in a south westerly direction for a distance of 370 metres.

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

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

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

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

17. That these resolutions take effect when the traffic control devices that evidence the restrictions described in the staff report are in place, including any revocations.

John McLister/Tori Peden

Lost

Community Board Resolved BKCB/2019/00043

Part C

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

1. Note that for the purposes of the following resolutions: (1) an intersection is defined by the position of kerbs on each intersecting roadway; and (2) The resolution is to take effect from the commencement of physical road works associated with the project as detailed in this report; and (3) if the resolution states "Note 1 applies", any distance specified in the resolution relates the kerb line location referenced as exists on the road immediately prior to the Banks Peninsula meeting of the 6th May 2019; and (4) if the resolution states "Note 2 Applies", any distance specified in the resolution relates the approved kerb line location on the road resulting from the resolution as approved.

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

3. Approve that all existing parking and stopping restrictions on the south west side of Voelas Road, commencing at intersection with Godley Quay and extending in a north westerly direction for a distance of 15 metres be revoked. Note 1 Applies. Note 1 Applies.

4. Approve that all existing parking and stopping restrictions on the north west side of Godley Quay, commencing at intersection with Voelas Road and extending in a south westerly direction for a distance of 70 metres be revoked. Note 1 Applies.

5. Approve that all existing parking and stopping restrictions on the north west side of Godley Quay, commencing at intersection with Voelas Road and extending in a north easterly direction for a distance of 13 metres be revoked. Note 1 Applies.
6. Approve that all existing parking and stopping restrictions on the south east side of Godley Quay, commencing at its intersection with Simeon Quay and extending in a south westerly direction for a distance of 198.5 be revoked. Note 1 Applies.

7. Approve that all existing parking and stopping restrictions on the north west side of Godley Quay, commencing at its intersection with Simeon Quay and extending in a south westerly direction for a distance of 40 be revoked. Note 1 Applies.

8. Approve that the stopping of vehicles be prohibited on the north east side of Voelas Road, commencing at intersection with Godley Quay and extending in a north westerly direction for a distance of 25 metres. As detailed in attachment H. Note 1 Applies.

9. Approve that the stopping of vehicles be prohibited on the south west side of Voelas Road, commencing at intersection with Godley Quay and extending in a north westerly direction for a distance of 15 metres. As detailed in attachment H. Note 2 Applies.

10. Approve that the stopping of vehicles be prohibited on the north west side of Godley Quay, commencing at intersection with Voelas Road and extending in a south westerly direction for a distance of 62 metres. As detailed in attachment H. Note 2 Applies.

11. Approve that the stopping of vehicles be prohibited on the north west side of Godley Quay, commencing at intersection with Voelas Road and extending in a north easterly direction for a distance of 13 metres. As detailed in attachment H. Note 1 Applies.

12. Approve that the stopping of vehicles be prohibited on the south east side of Godley Quay commencing at its intersection with Simeon Quay and extending in a south westerly direction for a distance of 198.5 metres. As detailed in attachment H. Note 1 Applies.

13. Approve that the stopping of vehicles be prohibited on the north west side of Godley Quay commencing at its intersection with Simeon Quay and extending in a south westerly direction for a distance of 40 metres. As detailed in attachment H. Note 1 Applies.

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

15. That these resolutions take effect when the traffic control devices that evidence the restrictions described in the staff report are in place, including any revocations.

Tyrone Fields/Jed O'Donoghue

Carried

10. Elected Members’ Information Exchange

Part B

10.1 FrenchFest - Waste Minimisation

Part B

The Board agreed to provide a letter of support to FrenchFest to seek funding for waste minimisation at the 2019 FrenchFest event in Akaroa.
10.4 Coastal Erosion

Part B

The Board noted that coastal erosion is a significant and ongoing issue for communities around Banks Peninsula and requested that staff provide an update on any upcoming or current planning regarding coastal erosion on Banks Peninsula.

Karakia Whakamutunga: Tyrone Fields

Meeting concluded at 12.31

CONFIRMED THIS 20th DAY OF MAY 2019

PAM RICHARDSON
CHAIRPERSON
7. Reserve Management Committee Meeting Minutes

Reference: 19/207184
Presenter(s): Liz Carter

1. Purpose of Report
Minutes have been received from the following Reserve Management Committees. These minutes may still need to be confirmed by the relevant committee at its next meeting.

<table>
<thead>
<tr>
<th>Committee</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Lyttelton Reserve Management Committee</td>
<td>8 April 2019</td>
</tr>
<tr>
<td>Diamond Harbour Reserve Management Committee</td>
<td>15 April 2019</td>
</tr>
<tr>
<td>Pigeon Bay Reserve Management Committee</td>
<td>22 April 2019</td>
</tr>
</tbody>
</table>

2. Staff Recommendations
That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committees:
   - Lyttelton Reserve Management Committee – 8 April 2019
   - Diamond Harbour Reserve Management Committee – 15 April 2019
   - Pigeon Bay Reserve Management Committee – 22 April 2019

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
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<td>A</td>
<td>Lyttelton Reserve Management Committee Minutes - 8 April 2019</td>
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<td>B</td>
<td>Diamond Harbour Reserve Management Committee Minutes - 15 April 2019</td>
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</tr>
<tr>
<td>C</td>
<td>Pigeon Bay Reserve Management Committee Minutes - 22 April 2019</td>
<td>21</td>
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</table>
Draft Minutes of the Lyttelton Meeting

Minutes of the ordinary meeting of the Lyttelton Reserves Management Committee will be held in the Lyttelton/Mt Herbert Board Room, 25 Canterbury Street, on Monday 8th of April 2019 commencing at 7.00 pm.

1 Present: Wendy Everingham (Chairperson), Kirsty Brennan, Robin Dawson, Brian Downey (Secretary/Treasurer), Richard Hopkins, Flora Mcgregor, Gerard Timings, Daryl Warnock, Jed O'Donoghue (Community Board Liason), John Everingham.


2.1 RESOLVED that the apologies be accepted.

MOVED Wendy Everingham  SECONDED Robin Dawson  CARRIED

3 Conflict of Interest Declaration – nil

4 Confirmation of Minutes of meeting held on Monday 11th March 2019

Daryl Warnock spoke about the general form of the minute taking. He thought that the minutes should either have the resolutions only or if discussions were to be included they should be a complete record of everything that was said. He sited the fact that Luke Hollister's comments had not been included in item 11.4. He said that he had recorded the meeting and would circulate a revised version of the minutes. Richard Hopkins supported Daryl's comments. He observed that the minutes were not being produced within the fortnight requirement.

Flora Mcgregor expressed her surprise that the meeting had been recorded. She also said she believed that Council staff were preparing a template as guidance and wanted to know whether there was a Council format for taking the minutes. The Chair advised that she would seek the advice of Joan Blatchford who is the Community Board Governance Manager. Brian Downey, said that as the Secretary, he reports a summary of the discussions at a meeting to give a context to the resolutions and provide a narrative to the discussions of other agenda items including oral reports. This is in keeping with Council's Standing Orders and The Reserve Management Committees' Handbook. It is the usual practice with all the other committees.

4.1 RESOLVED that the draft minutes of March 11th 2019 lay on the table for approval at the next meeting.

MOVED Richard Hopkins  SECONDED Kirsty Brennan

FOR Kirsty Brennan, Robin Dawson, Richard Hopkins, Flora Mcgregor, Daryl Warnock

AGAINST Wendy Everingham, Brian Downey, Gerard Timings.

CARRIED
5 Matters arising from the minutes

5.1 Signage Nick Singleton had advised the Chair that the mountain bike signage as requested for the track linking the Foster Tce, entrance to the Drainage Bench track has been ordered would be installed within the next month.

5.2 Mobil Oil. Richard Hopkins reported that he and Nick Singleton had not followed up with Aaron New-Love of Mobil Oil, on the matter of the track improvements at the base of the Stan Helms Track. Richard requested a copy of the further correspondence forwarded by Aaron regarding access along the pipe line.

5.3 Finalised map of the Development Plan has been forwarded to all Committee Members.

5.4 Meeting with Chair Cass Bay RMC. The Chair reported that she had met up with Jenny Healey the Chair of the Cass Bay Reserves Management Committee. They met briefly and confirmed that both Reserve Management Committees were supportive of further investigations for a walking track from Cass Bay through the HMS Steadfast Block and Whaka Raupo Reserve to the Summit Road. It was noted that neither of the reserve management committees had jurisdiction over the HMS Steadfast Block which is a Council-owned freehold property.

5.5 Implementation Priorities Development Plan. Wendy will forward the finalised Development Plan notes to all members of the Committee, prior to the next meeting. At the May meeting it is intended to discuss generally what may be implemented in the next 3 years. Outcomes from that meeting will be finalized and prioritised to fit a 1-3 year framework at the June meeting.

6 Correspondence
6.1 Urumau Approved Development Plan lp369701 – Joan Blatchford
6.2 Lyttelton Harbour Wastewater Project - CCC Infrastructure News
6.3 Banks Peninsula Community Board 1 April 2019 - Agenda - Fi Smith
6.4 Funding for RMCs – Amy Hart
6.5 Banks Peninsula Community Board Meeting - 18 March 2019 - Fi Smith

6.6 RESOLVED that the correspondence be accepted

MOVED Wendy Everingham SECONDED Flora McGregor CARRIED

7 Treasurer's report
7.1 Accounts
Balance as at March 6th 2019 $6616.07
Current Account $1164.46
Investment Account (maturing on May 28 2019) $5451.61
7.2 RESOLVED that the financial report for the period ending March 31st 2019 be adopted.

MOVED Brian Downey        SECONDED Daryl Warnock        CARRIED

7.3 RESOLVED that the term deposit be rolled over for the period commencing
29th May 2019.

MOVED Brian Downey        SECONDED Wendy Everingham        CARRIED

8 Community Board Report - Jed O'Donoghue (Community Board Liaison)
8.1 The updated Development Map for Urumau was forwarded to the Committee
today.
8.2 If you know of rogue tracks being established, I suggest you have a quiet
word with the people concerned and let them know permission is required.
8.3 In order to know what tracks need closure in Urumau the actual tracks need
mapping. Dr Nick Head is going to be asked to lead a team including some
committee members to map the existing tracks. Joan Blatchford is to arrange.
8.4 Head to Head Walkway focusing around Diamond Harbour. Diamond
Harbour RMC and local volunteer groups working well together.

9 Head Ranger’s Report - Nil

10 General Business

10.1 Planting Group - Wendy Everingham
Watering continues in the newly planted areas and further work is happening in
the area where the trees were destroyed to form a rogue track in the 2009
planting area.

10.2 Weed Group - Brian Downey
The group is concentrating on the Reserve Terrace entrance to Urumau Reserve.
There is a very big patch of Old Man’s Beard in that area.

10.3 Maintenance/Drainage Group - Brian Downey
The track linking the Foster Tce entrance to the Drainage Bench track has been
cut. Still waiting for the Council staff to cut the Drainage Bench track and the 4wd
track that was scheduled to be cut before the beginning of the fire season.

10.4 Track/Access Group - Daryl Warnock
Nothing to report Very little work is happening. The group is keen to hear when
the reserve will be fully opened.
The Chair advised that she had been asked by Nick Singleton to inform the
meeting that he has not prepared an updated “Proposed Shared Use Track”
report for further discussion. He asked the Chair to pass on to the meeting that
the report wasn’t urgent as there was no funding in this financial year for the track
upgrade.
10.5 Pest Group - Kirsty Brennan
Nothing to report. Traps are being checked on a weekly basis. More funding has
been obtained from Healthy Harbour for the project.

11 Next Meeting Dates Monday May 13th 2019 and Monday June 10th 2019

12 CLOSE: There being no further business the meeting concluded at 8.10 pm

Chair

Date
Reserve Management Committee – 15 April 2019


1 - Track and Reserve volunteers
We now have volunteers on 24 out of 30 sections of our tracks and reserves, from Hays Beach to near Purau. See the outline of these sections at the end of these minutes. There was a discussion about different sections, including the Old Stock Road which might need some drainage work done soon. For comments on other sections, see “Working Bees and other activities”.

It was generally felt that there are signs of a lot of progress in many areas of our reserves, and that volunteers had obviously been busy making significant improvements to the tracks and surrounding vegetation.

Graeme reiterated that if any volunteers need tools from our community shed, there is a combination lock and a sign-out sheet for our “tool library”, so to email him at dhreserves@gmail.com

Thomas later added that we should ask all volunteers to send in a regular report, so that we have a source of information, and also so that we can gauge the level of activity on different sections.

2 - Recent grants received - discussion about spending priorities
The RMC has recently received funding from Whakaraupou Healthy Harbour and the CCC Parks Unit which is greatly appreciated, and will enable us to buy much-needed tools and supplies for our working bees, plantings, etc.

The former funds will be held in the Diamond Harbour Community Association’s Environment account, while the latter is a credit against which we can make orders via the CCC. For this reason, Graeme proposed that we use the CCC funds in the short-term, as we should be able to obtain discounts on some items that way, while the Healthy Harbour funds can be utilised over the next 12 months. This proposal was supported by Felicia and seconded by Andrea with no dissenting voices.

The main items on our “shopping list” will be loppers, handsaws, Cut’n’Paste gel (low toxicity), spades, gloves, garden hoses, a first aid kit, a wheelbarrow, and some grass shears. Other suggestions were mattocks/grubbers, trenching spades, stainless steel buckets, machetes, long-handled pruners, sharpening stones, some gravel, a shoulder yolk, and possibly some petrol-powered hedge clippers for tackling banana passionfruit. Please send us other suggestions.

3 - Our new CCC Park Rangers
Regional Parks Ranger – John Fitch:
Has recently started and will be working with established ranger Nick Singleton. They are taking over the maintenance contract for the cliff tracks from Urban Parks. Recently, John and Tom Kuenning adjusted the new Black Point track a little further away from a sheer cliff drop-off. John sent us this update (31st March):

- Have re-benched two sections of Purau track, where it had slipped away and did some pruning.
- Mt Herbert Track from the coast to Bay View Rd - line trimming, pruning and improving the steps.
- A signage plan for Purau to the Wharf has been pretty much finalised. Martin Freeman of Solutions to Access has completed his work on the Purau part of the track.
- We are seeking funding for work on the Black Point clay steps.
- During April, Niall from Keystone Ecology will be pruning along the entire Coastal Track and then, if all goes to plan, a line trim in September followed by another in late November/early December.
Urban Parks Ranger – Heidi Wilton
Heidi has also been busy:
- She arranged for the above CCC funds/credit.
- She is going to be organising a group of PGG Wrightson “corporate volunteers” to work on improving the path (about 60m length) from the SW corner of James Drive Reserve to Muriwai Rd.
- She’s been out for a walk with Tom around Diamond Harbour viewing possible planting areas.
- She has “pencilled us in” for the following dates (Sundays) when she will organise community planting - May 26th, June 30th, July 28th, August TBA.

4 - Working Bees, and other activities
In addition to the above CCC planting days, we would like to have some group activities for the community to get involved in, on intervening days (maybe mid-month). Since most of the coastal track is currently in pretty good shape, the focus could be elsewhere. Here are 2 proposed working bees:

a) Tidying up the nursery/shade house at Diamond Harbour school. Easter weekend or the next?
b) Planting natives at different levels in the “view shaft” area of Stoddart Point – in May?

If anyone’s interested in these, please contact Graeme (dhreserves@gmail.com) and I’ll organise advertising, tools etc.

Mid-week working bees – if anyone wants to get together to work on our reserves, please get in touch.

5 - Planting on track and reserve sections
We already have a supply of seedlings at the DH School, so if any volunteers are keen to plant on their sections, please get in touch. Planting could start quite soon, although it’s still a bit dry.

BUT two things to make sure of:
1 - That conditions are right (ie. some plants are not suited to some types of terrain/soil). We have knowledgeable people on the RMC, so please ask for advice.
2 – That there is enough water. Is the ground wet enough, and is there a good source of water? Are you going to look after the plants from now through summer?

Graeme has attached maps covering several coastal sections, with green stars indicating areas where scrub vegetation could be replaced by natives, and orange circles where there’s a lot of boneseed, wattle or tree lucerne. More maps will be circulated soon which volunteers can maybe use to record good and bad features.

6 - Covenant for Morgan’s and Sam’s Gullies.
A resolution supporting the creation of a protective covenant was passed by the Community Board in March.
(Felix)
As of the meeting, we have been advised that CCC (Property) has outsourced the drafting of the covenant to a legal firm which is taking longer than they’d expected.

7 – Head to Head walkway
Tom, Felix and Graeme attended the recent meeting of the working group. No decision was made re: the route, but CCC staff will be walking all the options next month, and hopefully coming up with proper costings and information.

Most local people seem to favour creating a track along the road – an option which wasn’t even included in the consultation process earlier this year.
Track and Reserve Volunteers

Looking after a section is, of course, voluntary. It can be as active as you want, and as social as you want.

Active:
- Keeping the tracks walkable so that the community can enjoy them.
- Monitoring any problems, or areas where CCC maintenance/action is required.
- If you’re interested in doing some trapping on your section, we can arrange subsidised traps.

Social:
- I will not circulate your details to other volunteers, unless advised by you that it’s OK, or that you’d like to contact other volunteers. So I’ll try to send out emails with addresses BCC’d.
- If you need help, tools, or plants, please get in touch

The catch?......Regular communication

We ask that all volunteers send an email at least once a month to dhreserves@gmail.com to advise us when you last monitored the track, as well as any issues you’d like to raise. This will be very valuable in keeping us up-to-date and will show the Council and the Banks Peninsula Community Board the level of engagement that we have in looking after our beautiful home area.

The sections highlighted in green are those where we currently have at least one volunteer:

Coastal Track

<table>
<thead>
<tr>
<th>Start</th>
<th>End</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yacht Club</td>
<td>Hay’s Bay</td>
</tr>
<tr>
<td>Black Point – Hays Bay</td>
<td>Black Point - Bottom (SW) Tip</td>
</tr>
<tr>
<td>Black Point - Bottom Tip</td>
<td>Black Point Top (NE) Tip</td>
</tr>
<tr>
<td>Black Point - Top Tip</td>
<td>Church Bay Jetty</td>
</tr>
<tr>
<td>Church Bay Jetty</td>
<td>Church Bay Beach</td>
</tr>
<tr>
<td>Church Bay Beach</td>
<td>Wooden Cliff Bridge</td>
</tr>
<tr>
<td>Wooden Cliff Bridge</td>
<td>Sewage plant road (Otahuhua Lane)</td>
</tr>
<tr>
<td>Bend at top of Panaohine Kotua Head</td>
<td>Sewer pipe (below Ranui Crescent) (to the bamboo).</td>
</tr>
<tr>
<td>From the bamboo</td>
<td>to where the track drops away from the sewer line</td>
</tr>
<tr>
<td>Sewer pipe</td>
<td>Track up to Te Ara Crescent</td>
</tr>
<tr>
<td>Te Ara Crescent</td>
<td>Bottom of Sam’s Gully</td>
</tr>
<tr>
<td>Sam’s Gully</td>
<td>Wharf road</td>
</tr>
<tr>
<td>Upper Wharf Car Park</td>
<td>Skipper’s Bench (Stoddart Point eastern tip)</td>
</tr>
<tr>
<td>Skipper’s Bench</td>
<td>Track Signpost 3</td>
</tr>
<tr>
<td>Track Signpost 3</td>
<td>Track Signpost 2</td>
</tr>
<tr>
<td>Track Signpost 2</td>
<td>Track Signpost 1</td>
</tr>
<tr>
<td>Track Signpost 1 to =</td>
<td>Start of track (on Purau Ave)</td>
</tr>
</tbody>
</table>

Gullies

Upper Sam’s Gully (Marine Dr to Bayview Rd) – West Side (only limited, as track not open)
Upper Sam’s Gully (Marine Dr to Bayview Rd) – East Side
Lower Sam’s Gully

Upper Morgan’s Gully (Marine Dr to Bayview Rd) – West Side
Upper Morgan’s Gully (Marine Dr to Bayview Rd) – East Side
Lower Morgan’s Gully

School Track

<table>
<thead>
<tr>
<th>School</th>
<th>Ngatea Road</th>
<th>Top of old stock road</th>
<th>½ way marker</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ngatea Road</td>
<td>Whero Ave</td>
<td>½ way marker</td>
<td>Bottom of old stock road</td>
</tr>
<tr>
<td>Whero Ave</td>
<td>Waipapa Ave</td>
<td></td>
<td>John Watson Track</td>
</tr>
</tbody>
</table>
MINUTES OF A MEETING OF THE PIGEON BAY RESERVE MANAGEMENT COMMITTEE
HELD ON 22ND APRIL 2019 AT PIGEON BAY HALL, PIGEON BAY

Meeting Opened 2.35 pm

Present: Brenda Graham, Pam Richardson, Murray Walls, Heather Walls, Helen van Workum, Paul Devlin

Apologies: Charles Stewart-Robinson, Vince Luisetti, Ricky Tukua, Colin Jacka, Alicia Graham

Minutes of the previous meeting dated 13 January 2019 were read and confirmed. Brenda/Helen

Matters arising from the minutes of the previous meeting:
1. Letter to casual camper re dog issue was not sent. Have decided to let the matter drop at this stage.
2. Drainage to start on 29 April 2019.
3. Toilet keys have been given to Greg Murray.
4. Hall donation was given.
5. Informal meeting regarding new camping ground rules was successful.
6. Dead tree – Paul Devlin is potentially going to remove.
7. Camp Vision will be left for the incoming Reserve Management Committee.
8. Rodent proofing of the shed is complete.
9. Tennis court is looking good, and Vince is still looking for a basketball hoop.

Correspondence out:
10. Newsletter emailed to all regular campers.
11. Current camping ground rules emailed to all regular campers.
12. Dog Policy notice and instructions emailed to Gus Liddle.
13. Various emails around dog policy sent to Committee members.
14. Various emails around proposed draft camping ground rules sent to Committee members.
15. Gift Voucher for PBBC emailed.
16. Various emails from CCC forwarded to Committee members. Helen/Murray

Correspondence in:
1. Email received from Fiona Todd requesting regular camp site.
2. Email received from Nicole Herbert requesting regular camp site.
3. Emails received from various campers confirming or updating contact details.
4. Various emails around dog policy received from Committee members.
5. Various emails around proposed draft camping ground rules received from Committee members.
6. PBRMC Financial Statement received from Murray Walls.
7. Letter received in post from PBBC thanking for support. Helen/Murray

Finance:
1. Murray presented the financial statement. This past year has been a little bit lower than last year, but still looking good. Murray/Brenda
Risk Management Report
1. Dead tree between Fookes and Rolleston caravans, Paul Devlin is to assess and arrange any action and look at the condition of other trees.

Caretakers Report
1. Received via email, 23 April 2019.

General Business
1. There was a random caravan left unoccupied for a short period of time. The Committee has decided not to pursue payment by the owner.
2. Occupancy numbers – a reminder is to be sent to regular campers to comply with this request.
3. Draft camp rules – another meeting is to be held in June.
4. Two new applicants requested to be added to the waiting list: Fiona Todd and Nicole Herbert. They have been added. Brenda abstained from voting due to conflict of interest. Murray/Helen
5. Review of camp fees: $5 per extra adult, extra children $2 each. Brenda/Heather
6. Herb gardens are unacceptable in the camp due to random seeding, and a letter is to go to the site holder to ask for it to be removed.
7. Waterfront site replacement. Brenda suggested that the next two waterfront sites, when they are relinquished, be replaced with non-waterfront sites. This was generally agreed to.
8. Perspex has been purchased to cover the notices on the noticeboard. Brenda/Murray
9. Elections – the triennial Reserve Management Committee elections must be held six weeks after the local body elections which should be in October.
10. Tennis court fence – we will apply for funding to replace the fence.
11. Playground – the matting under the maypole has weeds growing through it. Brenda to contact Colin regarding this.
12. Invoices are now due in two equal instalments at the end of April and October. Murray/Helen
13. Plantings – after the drainage work some planting may need to be done in the area - Paul and Helen to sort. Planting plan for the spit – Paul to sort.
15. Fill – Paul is to get information on the amount of fill that we may be allowed to use in the future.

Next meeting: August 2019 (exact date to be notified)

Meeting Closed: 4.10 pm

Dated:

Signed
8. Correspondence - Lyttelton Port Company - Underwater Noise from Land Based Piling

Reference: 19/475444
Presenter(s): Liz Carter – Community Board Adviser

1. Purpose of Report
Correspondence has been received from:

<table>
<thead>
<tr>
<th>Name</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lyttelton Port Company</td>
<td>Cruise Berth – Underwater Noise from Land Based Piling</td>
</tr>
</tbody>
</table>

2. Staff Recommendations
That the Banks Peninsula Community Board:
1. Receive the information in the correspondence report dated 20 May 2019

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Banks Peninsula Community Board - Correspondence - Lyttelton Port Company - Cruise Berth - Underwater Noise From Land Based Piling - 20 May 2019</td>
<td>24</td>
</tr>
</tbody>
</table>
29 April 2019

Banks Peninsula Community Board
c/- liz.carter@ccc.govt.nz

Dear Pam Richardson

RE: Cruise Berth – Underwater noise from land-based piling

As discussed during our recent deputation to the Community Board (1 April 2019), we have measured the underwater noise during land-based piling at the Cruise Berth.

The purpose of the measurement was to validate the noise model. The model predicted that noise would not propagate well into the water and therefore the TTS\(^1\) zone for marine Hectors Dolphin would be very near shore (approximately 20m from shore).

The collected data was analysed by Dr Matt Pine of Styles Group. A letter setting out the results and findings is attached. The letter is necessarily technical in nature, however the key points are:

- Four hours of piling noise was measured on 14\(^{th}\) March 2019
- 1999 strikes of the piling hammer occurred during these four hours
- The cumulative noise levels were as expected, but single strike noise levels were slightly higher than expected
- A Hectors Dolphin would have to be within 36m of the piling, or within 20-28m from shore, to be exposed to noise levels which would cause temporary hearing damage

In summary, the collected data and analysis confirmed the modelling and predicted TTS extents for land based piling.

To validate the modelling and predicted TTS zone for the marine piles, LPC will shortly undertake underwater noise measurements of the main wharf piling. The purpose of this is to confirm if the modelled TTS range of 450m is correct for the louder marine piling.

Yours sincerely

KIM KELLEHER
Environment and Planning Manager

Attached: Consulting advice note, shore based piling for cruise berth, Styles Group, April 2019.

\(^1\) Temporary threshold shift, a temporary effect on the mammals ‘hearing’ much like ringing ears in a human after being exposed to a loud noise.
Consulting Advice Note

Date: 17 April 2019

From: Dr. Matt Pine

To: Jared Pettersson

RE: Underwater measurements of the shore-based percussive piling for the cruise
berth stage

To meet the requirements of the Marine Mammal Management Plan\(^1\) (MMMP), Lyttelton Port
Company (LPC) is required to monitor the noise levels of from the percussive piling. Section
4.1.1 of the MMMP states:

*In order to characterise the underwater noise, measurements of the underwater noise shall be
taken as soon as possible and during normal operating conditions:*

- *On each of the different pile diameters used;*

- *For sufficient time to characterise the noise produced by the piling activity*

- *Measured as the one hour cumulative Sound Exposure Level (SELCum\(_{1(h)}\)); and*

- *SELCum\(_{1(h)}\) shall be derived from the maximum combined noise within mid-water depths
  (not the surface layer), from the impact driven and vibro-driven piling operations over a
  one hour period.*

The methodology of the piling noise measurements followed those outlined in Section 4.1.1. in
the MMMP and are therefore not repeated here.

Underwater noise measurements were undertaken by LPC on 14 March 2019, with a
SoundTrap autonomous underwater recorder. The piling occurred on the Eastern Bollard
section of the cruise ship berth. The measurement distance was 40m, and the recorder stored
10min .WAV files every 10min (i.e. continuous recording). The hydrophone was deployed on a
fixed mooring in the morning of the 14\(^{th}\) and remained in position until after piling concluded for
the day – amounting to 4 hours of piling noise being recorded.

Acoustic data were analysed in PAMS\(^\text{Scan}\).\(^2\) An additional analysis was performed on these
latest measurement data and that was the inclusion of an automated ‘hammer-strike calculator’


\(^2\) Specific methods are provided in Appendix A.
which counted the number of hammer strikes recorded within an hour. This was done to compare the measured 1-hour cumulative sound exposure levels \( (SEL_{cum1hr}) \) against the \( SEL_{cum1hr} \) TTS criterion outlined in Kastelein et al. (2015).

The percussive piling noise varied little during the measurement period following the soft-start of each piling run. The measured levels at 40m range are provided in Table 1 below. Preliminary source levels were calculated from these data using an advanced noise model – the validation of our noise model will occur later this month when the SoundTrap recorders deployed around Lyttelton Harbour, which contain the data from the measurement period. Once that occurs, the cumulative piling noise can be mapped with more accuracy.

<table>
<thead>
<tr>
<th>Piling Hour*</th>
<th>Metric</th>
<th>Median (dB re 1 μPa / dB re 1 μPa2•S)</th>
<th>Min (dB re 1 μPa / dB re 1 μPa2•S)</th>
<th>Max (dB re 1 μPa / dB re 1 μPa2•S)</th>
<th>Number of Strikes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 (12:20hrs – 13:20hrs)</td>
<td>90% RMS</td>
<td>151.8</td>
<td>149.7</td>
<td>154.0</td>
<td>344</td>
</tr>
<tr>
<td></td>
<td>SEL</td>
<td>149.1</td>
<td>147.3</td>
<td>150.1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lpk</td>
<td>167.0</td>
<td>165.0</td>
<td>168.7</td>
<td></td>
</tr>
<tr>
<td>2 (13:20hrs – 14:20hrs)</td>
<td>90% RMS</td>
<td>148.6</td>
<td>146.9</td>
<td>150.0</td>
<td>756</td>
</tr>
<tr>
<td></td>
<td>SEL</td>
<td>147.5</td>
<td>145.8</td>
<td>148.7</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lpk</td>
<td>164.2</td>
<td>161.1</td>
<td>166.9</td>
<td></td>
</tr>
<tr>
<td>3 (15:20hrs – 16:20hrs)</td>
<td>90% RMS</td>
<td>150.5</td>
<td>146.3</td>
<td>151.7</td>
<td>222</td>
</tr>
<tr>
<td></td>
<td>SEL</td>
<td>149.3</td>
<td>144.2</td>
<td>150.3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lpk</td>
<td>166.0</td>
<td>162.6</td>
<td>166.5</td>
<td></td>
</tr>
<tr>
<td>4 (16:20hrs – 17:20hrs)</td>
<td>90% RMS</td>
<td>146.7</td>
<td>145.7</td>
<td>148.0</td>
<td>676</td>
</tr>
<tr>
<td></td>
<td>SEL</td>
<td>146.7</td>
<td>145.2</td>
<td>147.4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lpk</td>
<td>160.5</td>
<td>159.8</td>
<td>162.4</td>
<td></td>
</tr>
</tbody>
</table>

*no piling occurred between 13:20hrs and 14:20hrs.

The received power spectra and third octave data are provided in Figure 1 and show the piling noise to be low frequency, peaking around 200 Hz at approximately 145 dB re 1 μPa²•S (TOL). Below 100Hz, the TOLs decrease rapidly due to the shallow depths.
Figure 1: Plots showing the received sound spectra (both the third octave band levels, TOLs, (left) and power spectra (right)) of the percussive piling on 14 March 2018, as measured at 40m. The colours represent the different hours within which piling occurred – black was hour 1 (12:20 hrs – 13:20 hrs), blue is hour 2 (13:20 hrs – 14:20 hrs), magenta is hour 3 (15:20 hrs – 16:20 hrs) and green is hour 4 (16:20 hrs to 17:20 hrs).

The number of strikes per hour ranged from approximately 222 to 676, totalling 1999 strikes for the day. Based on an average single-strike SEL of 148 dB re 1 μPa²·S, the average SEL_{cum} was between 171 and 176 dB re 1 μPa²·S. Looking at the highest noise levels measured, the maximum SEL, the SEL_{cum} was between 173 and 178 dB re 1 μPa²·S. These levels are below the cumulative SEL level of 180 dB re 1 μPa²·S as reported by Kastelein et al. 2015\(^3\) – the study where the cumulative noise exposure criterion within the MMMP came from. The latest NOAA guidance on hearing loss in marine mammals maintains the 140 dB re 1 μPa·S threshold for TTS, which compares favourably with Kastelein et al. (2015) TTS criterion, for which they explain:

"When the high-frequency cetacean weighting function is applied to this spectrum and the 1/3-octave SELs combined across frequency, the total weighted SEL for a single strike is found to be 114 dB re 1 μPa² s. For 2760 impulses, the cumulative, weighted SEL would then be 148 dB re 1 μPa² s. The average SEL in the pool was reported to be 9 dB lower than the SEL at the measurement position, thus the average, cumulative weighted SEL would be approximately 139 dB re 1 μPa² s, which compares favorably to the high-frequency cetacean TTS threshold of 140 dB re 1 μPa² s derived from the Lucke et al. (2009) air gun data." This has been taken directly

\(^3\) Kastelein et al. 2015 found a temporary threshold shift of 2.4 and 3.6 dB at 4 and 8 kHz after 1 hour exposure to percussive piling noise. The piling had a single strike SEL level of 146 dB re 1 μPa·S and a total of 2760 strikes occurred in the hour (a SEL_{cum} level of 180 dB re 1 μPa²·S).
from the 2018 Revision to the Technical Guidance for Assessing the Effects of Anthropogenic Sound on Marine Mammal Hearing.

The TTS range for Hector’s dolphins, based on the cumulative noise exposure criterion from Kastelein et al. (2015), during the 14th of March 2019, was therefore inside a range of 40m. Our model places it approximately 36m for that day, based on the averaged sound pressure levels. Based on the 1999 strikes for the day, the high-frequency weighted cumulative SEL was 123 and 135 dB re 1 μPa²•S, which are below the high-frequency weighted 24-hr cumulative SEL criterion of 140 dB re 1 μPa from NOAA (2018).

These levels are expected to substantially increase, however, when the percussive piling moves completely underwater and both ground-borne and water-borne sound pressures are prevalent. Reassessment is therefore required, and the validated model for underwater piling will be provided.

References

Appendix A

Data analysis performed within PAMScan software

An impulse signal detector was used to identify periods of piling activity. Data was broken down into hour periods, for which the loudest 60-sec interval during those hours were selected and each strike within that 60-sec was analysed. The metrics used for the piling noise analysis was the broadband (10Hz – 48 kHz) RMS sound pressure over the T90 duration (L90), the sound exposure level (SEL) and the peak (Lpk) sound levels. The RMS sound pressure and the SEL are time-dependent metrics in that they are calculated over the strike’s duration. The result therefore reflects the total amount of sound energy received within that duration. The exact start and end times of each pulse is difficult to accurately determine in recordings which also contain ambient noise. Therefore, the duration of the pile-driving impulse, T, is often the defined as the interval in which the cumulative energy rises from 5% to 95% and thus contains 90% of the energy. This interval is referred to as the T90 duration. The RMS SPL calculated over the T90 is the 90% RMS SPL (L90) and the SEL is the total energy contained in one or more strikes – defined here as:

\[ SEL = L90 + 10 \times \log_{10}(T90) + 0.458 \text{ dB}. \]

The 0.458 dB is to account for the lost energy either side of the 5% and 95% during the T90 calculation (i.e. 10\times\log_{10}(0.9) = 0.458 \text{ dB}).

The number of strikes within each hour was counted using an automated detector based on a transient signal’s amplitude. The detection trigger is based on the amplitude of the waveform’s envelope exceeding a threshold. That threshold value is determined based on the ambient sound levels at the time of measurement, calculated as a moving-average and is therefore compatible with changing background sound conditions. The algorithm applies bandpass and smoothing filters, then normalises the data, before it compares the signal to the detection threshold.
9. Correspondence - Freedom Camping at Stoddart Point, Diamond Harbour

Reference: 19/522884
Presenter(s): Liz Carter – Community Board Adviser

1. Purpose of Report

Correspondence has been received from:

<table>
<thead>
<tr>
<th>Name</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diamond Harbour Community Association</td>
<td>Freedom Camping at Stoddart Point, Diamond Harbour</td>
</tr>
</tbody>
</table>

2. Staff Recommendations

That the Banks Peninsula Community Board:

1. Receive the information in the correspondence report dated 20 May 2019.

2. Refer the correspondence to staff with a request to report back on any steps that can be taken to address the concerns in the letter relating to the effects of freedom camping at Stoddart Point.

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A A</td>
<td>Banks Peninsula Community Board - Correspondence from Diamond Harbour Community Association re Freedom Camping at Stoddart Point - 7 March 2019</td>
<td>32</td>
</tr>
</tbody>
</table>
7th March 2019

Pam Richardson  
Chairperson  
Banks Peninsula Community Board  
PO Box 73028, Christchurch 8154

Dear Pam

I am writing on behalf of the Diamond Harbour Community Association to express concern about the number of freedom campers we have had at Stoddart Point in Diamond Harbour this summer season. There have regularly been a dozen or so vans parked in the carparks. The parking spaces in the area are overloaded and our regular commuters must park on the grass or under the trees when they come to catch the ferry. One morning there were 14 cars, a school van and a trailer parked on the grass.

This is a commuting community, and the domain is not a good place for freedom camping. The domain is best used for a limited number of ferry carparks and facilities for day visitors (e.g. for picnickers and walkers). Ferry parking is already overcrowded down by the wharf, leading to parking on yellow lines, but putting more asphalt parking in the domain is not an acceptable solution. If freedom camping is to continue, perhaps we need signs for designated parks for a strictly limited number of freedom campers.

The freedom campers also add to the demand on the toilets and rubbish collection. The domain public toilet has been overflowing out of the septic tank field and seeping down across the coastal track and into the harbour. The septic tank is inadequate and over-used and this has been confirmed by an engineering report which has been presented to you. This is a health and safety issue. What does the Community Board and Council intend doing about this matter?

Without some action by the Council both the parking and toilet situation will probably be worse next summer. We look forward to your response.

Yours sincerely,

Christine Turner  
Secretary  
Diamond Harbour Community Association

Reference: 19/441758
Presenter(s): Philipa Hay (Community Development Adviser)

1. Purpose of Report

1.1 The purpose of this report is for the Te Pātaka o Rākaihautū/Banks Peninsula Community Board to consider an application for funding from its 2018-19 Discretionary Response Fund from the organisations listed below.

<table>
<thead>
<tr>
<th>Funding Request Number</th>
<th>Organisation</th>
<th>Project Name</th>
<th>Amount Requested</th>
<th>Amount Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>59460</td>
<td>Akaroa District Promotions Inc.</td>
<td>Lumiere d’Akaroa Event</td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
</tbody>
</table>

1.2 There is currently a balance of $26,809 remaining in the fund

2. Staff Recommendations

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

1. Approves a grant of $2,000 from its 2018-19 Discretionary Response Fund to Akaroa District Promotions towards security and light and sound for the Lumiere d’Akaroa Event.

3. Key Points

Issue or Opportunity

3.1 This is a new event for the Akaroa community and is a collaboration between three local groups. This application will be considered after the event has taken place due to its submission after the agenda cut-off.

Strategic Alignment

3.2 The recommendation is strongly aligned to the Strategic Framework and in particular the strategic priority of 'Enabling active citizenships and connected communities, and maximising opportunities to develop a vibrant, prosperous and sustainable 21st Century city. It will provide a local opportunity for 'celebration of our identity' and a community 'we are proud to live in'.

Decision Making Authority

3.3 The Community Board has the delegated authority to determine the allocation of the Discretionary Response Fund for each community.

3.3.1 Allocations must be consistent with any policies, standards or criteria adopted by the Council

3.3.2 The Fund does not cover:

- Legal challenges or Environment Court challenges against the Council, Council Controlled organisations or Community Board decisions
- Projects or initiatives that change the scope of a Council project or that will lead to ongoing operational costs to the Council (though Community Boards can recommend to the Council that it consider a grant for this purpose).

**Assessment of Significance and Engagement**

3.4 The decision in this report is of low significance in relation to the Christchurch City Council’s Significance and Engagement Policy.

3.5 The level of significance was determined by the number of people affected and/or with an interest.

3.6 Due to the assessment of low significance, no further community engagement and consultation is required.

**Discussion**

3.7 At the time of writing, the balance of the 2018-19 Discretionary Response Fund is as below.

<table>
<thead>
<tr>
<th>Total Budget 2018/19</th>
<th>Granted To Date</th>
<th>Available for allocation</th>
<th>Balance If Staff Recommendation adopted</th>
</tr>
</thead>
<tbody>
<tr>
<td>$70,202</td>
<td>$43,893</td>
<td>$25,809</td>
<td>$23,809</td>
</tr>
</tbody>
</table>

3.8 Based on the current Discretionary Response Fund criteria, the application listed above is eligible for funding.

3.9 The attached Decision Matrix provides detailed information for the application. This includes organisational details, project details, financial information and a staff assessment.

**Attachments**

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.1</td>
<td>Akaroa District Promotions - Lumiere D’Akaroa Event funding matrix</td>
<td>35</td>
</tr>
</tbody>
</table>

**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**

<table>
<thead>
<tr>
<th>Author</th>
<th>Philipa Hay - Community Development Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved By</td>
<td>Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa</td>
</tr>
</tbody>
</table>
# 2018/19 DRF BANKS PENINSULA DECISION MATRIX

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

## Item 10: Organisational Details
### Organisation Name
- Akaroa District Promotions Inc.
### Name and Description
- **Lumiere d'Akaroa Event**
  - Lumiere d'Akaroa is a newly-developed light and installation festival to be held at the Garden of Tane in Akaroa on Saturday, 18 May 2019. The event is family focused, attracting people from Christchurch as well as the local community. This project has been developed by Akaroa District Promotions and the Garden of Tane Reserve Management Committee in conjunction with the Akaroa Community Arts Council. Contribution is sought towards security and light and sound equipment for the event.

### Total Cost
- **$21,499**
- **Requested**: $2,000
  - **(9%) requested**
- **Contribution Sought Towards**
  - Lights, sound equipment: $800
  - Security: $1,200

### Staff Recommendation
- **$2,000**
- That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of $2,000 from its 2018-19 Discretionary Response Fund to Akaroa District Promotions towards security and light and sound for the Lumiere d’Akaora Event.

### Organisation Details
- **Service Base**: 80 Rue Lavuad Akaroa
- **Legal Status**: Incorporated Society
- **Established**: 14/07/1992
- **Target Groups**: Local residents, visitors
- **Annual Volunteer Hours**: 2,000
- **Participants**: 500

### Alignment with Council Strategies
- Strengthening Communities

### Alignment with Community Board Outcomes
- The cultural, natural and built heritage of Banks Peninsula is acknowledged, valued and enhanced

### CCC Funding History
- **2018/19**: $10,000 (Service Delivery) SCF
- **2017/18**: $475 (Rent & Power for Office) DRF
- **2017/18**: $7,000 (Service Delivery) SCF
- **2016/17**: $3,000 (Wages for Events Coordinator and Cruising Out Party) DRF
- **2016/17**: $2,000 (Cruise Ambassador Program) SCF
- **2016/17**: $2,500 (Seaweed) SGF
- **2016/17**: $2,000 (Social Media Workshops) DRF

### Other Sources of Funding
- Rata Foundation - $5,000
- Pub Charity - $8,000
- One Foundation - $2,258
  - Income Workshop - $150
- Akaroa Four Square - $500
- Mt Vernon Lodge - $500
- Glowing Sky - $500
- Black Cat Cruises - $500

### Staff Assessment
- Lumiere d’Akaora is a light and installation festival that will brighten up the Garden of Tane in Akaroa from 6-10pm on 18 May 2019. The garden trail will start at the Garden of Tane main entrance and wind through the wooded garden paths. In various locations along the route light installations by artists and community groups will be lit. A map will provide artists’ names and an installation brief. The event will include a workshop for children on the Saturday morning using UV paint. This will be run by the Akaroa Community Arts Council with Film Producer John Harding. The resulting works will be showcased in the trail and glow under the special UV lights. Some of the Garden’s 140 year old trees will be dramatically spotlit. The lit up garden trail will end in the top car park by the cemetery where there will be hot drinks and tasty food for sale. Music will also feature. The event is free. It is a new project for the community, is family focused and aims to attract people from Christchurch as well as residents. People will be encouraged to park at the Akaroa Area School grounds and walk to the main entrance. This event has been developed by Akaroa District Promotions (ADP), the Garden of Tane Reserve Management Committee and in conjunction with the Akaroa Community Arts Council. ADP is providing its incorporation for this application. The application was received prior to the event, but unfortunately too late for it to be included in the agenda for a Board decision prior to the event taking place. The submitters did not have all the information required for the application on hand initially, and this delayed the lodging of this request. Although it is desirable for applications to be decided prior to the need for the grant, it is not mandatory. In this instance, the groups involved are determined the festival will take place irrespective of the Board’s decision regarding this application. ADP has determined it will use some of its funds earmarked for other projects if necessary, but acknowledges this would have an impact on their other projects which would have to be modified accordingly. Since lodging the application, the quoted cost for security has substantially increased. The organisers will make adjustments ‘where they can without compromising the experience’.
11. Elected Members’ Information Exchange

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