

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 3 February 2020

Time: 10am

Venue: Lyttelton Community Boardroom,

25 Canterbury Street, Lyttelton

Membership

Chairperson Tori Peden
Deputy Chairperson Tyrone Fields
Members Reuben Davidson

Nigel Harrison Howard Needham Jamie Stewart Andrew Turner

28 January 2020

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

Penelope Goldstone Manager Community Governance, Banks Peninsula/Akaroa 941 5689 penelope.goldstone@ccc.govt.nz www.ccc.govt.nz

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



Te Pātaka o Rākaihautū/Banks Peninsula Community Board 03 February 2020



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 / Ngā Whakapāha

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

2. Declarations of Interest / Ngā Whakapuaki Aronga

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

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

That the minutes of the Te Pātaka o Rākaihautū/Banks Peninsula Community Board meeting held on Monday, 16 December 2019 be confirmed (refer page 5).

4. Public Forum / Te Huinga Whānui

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

4.1 Update from Project Lyttelton on Lyttelton Recreation Centre PartnershipStewart Henry and Jacqueline Newbound will speak on behalf of Project Lyttelton regarding the Lyttelton Recreation Centre Partnership.

4.2 Request to Rent Council Building

Joe Jagusch operates a paddle board business and will speak to the Board regarding the possibility of renting a shed owned by the Council on the foreshore in Diamond Harbour.

5. Deputations by Appointment / Ngā Huinga Whakaritenga

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

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

6. Presentation of Petitions / Ngā Pākikitanga

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





Te Pātaka o Rākaihautū Banks Peninsula Community Board OPEN MINUTES

Date: Monday 16 December 2019

Time: 10am

Venue: Akaroa Board Room

78 Rue Lavaud, Akaroa

Present

Chairperson Deputy Chairperson Members

Tyrone Fields
Reuben Davidson
Nigel Harrison
Howard Needham
Jamie Stewart
Andrew Turner

Tori Peden

16 December 2019

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

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Te Pātaka o Rākaihautū/Banks Peninsula Community Board 03 February 2020



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 / Ngā Whakapāha

Part C

Community Board Resolved BKCB/2019/00172

That the apology from Andrew Turner for lateness be accepted.

Tyrone Fields/Nigel Harrison

Carried

2. Declarations of Interest / Ngā Whakapuaki Aronga

Part B

Tori Peden declared an interest in Item 10 – Awa-iti Domain – Fitness equipment, as she is a member of the Awa-iti Reserve Management Committee.

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

Part C

Community Board Resolved BKCB/2019/00173

That the minutes of the Te Pātaka o Rākaihautū/Banks Peninsula Community Board meeting held on Monday, 2 December 2019 be confirmed with the following amendments:

1. Item 15.1 – Hectors Dolphins – Amend to read:

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

- 1. Write a letter to the Minister of Conservation expressing concern about the practices happening in the pile driving operation at the Lyttelton Port and its impact seeking assurance that the pile driving operation is not negatively impacting on Hector's Dolphins in the inner Lyttelton Harbour.
- 2. Item 15.2 Maintenance Issues, Lyttelton Correct spelling of name:

Request that staff encourage Vicki Tahou **Tahau** Paton to......

Jamie Stewart/Andrew Turner

Carried



4. Public Forum / Te Huinga Whānui

Part B

4.1 Akaroa Sea Walls and the Build Out and Stanley Park Steps

Victoria Andrews spoke to the Board regarding the two recent Have your Say consultations – Akaroa Sea Walls and the Build Out and Stanley Park Steps. She noted that the Akaroa Design and Appearance Advisory Committee, was not consulted during the planning process of the Stanley Park Steps.

Part B

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

1. Thanks Victoria Andrews for her presentation.

Attachments

A Banks Peninsula Community Board 16 December 2019 - Public Forum Victoria Andrews - Presentation Handout Stanley Park Steps

Howard Needham arrived at the meeting at 10.15am.

4.2 Sustainable Tourism

Harry Stronach spoke to the Board on behalf of the Akaroa Ratepayers Association regarding sustainable tourism and what steps the Council is taking in that direction. The Association is seeking Board support for a proposed amendment to the Regional Coastal Plan to impose a limit of 50 cruise ships visiting Akaroa Harbour per season, with a maximum of 2,500 passengers each.

Part B

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

1. Thanks Harry Stronach for his presentation.

4.3 Freedom Camping

Marcus Puentener, camping ground owner, spoke to the Board about the effects of freedom campers, and the rubbish they bring to dump at his camping ground. He gave a presentation showing photos of freedom campers parked illegally and the rubbish commonly left behind by them. He proposed better monitoring and stricter penalties, and that a levy be introduced on camper rental companies to help cover costs to the community, that are associated with freedom camping.

Part B

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

1. Thanks Marcus Puentener for his presentation.

Attachments

A Banks Peninsula Community Board 16 December 2019 - Public Forum Marcus Puentener - Freedom Camping Presentation



4.4 Akaroa Hui

Kerry Little, Akaroa Heartlands Co-ordinator, spoke to the Board about the recent community hui which was attended by approximately 80 local people. She said those present want to find a way to work and walk together to solve issues and guide development in Akaroa. They are committed to working with the two Akaroa Board members and other key people to bring issues to the Board, or Council, and wish to work in a transparent and welcoming manner.

Part B

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

1. Thanks Kerry Little for her presentation.

5. Deputations by Appointment / Ngā Huinga Whakaritenga

Part B

5.1 Governance Arrangements - Akaroa Issues Working Party Report

Victoria Andrews spoke to the Board regarding the Governance Arrangements – Akaroa Issues Working Party Report (Refer Clause 13). She proposed that the Akaroa Issues Working Party be allowed to continue and evolve to the next level in a more democratic way and in consideration of the community voice.

Part B

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

1. Thanks Victoria Andrews for her deputation.

Attachments

A Banks Peninsula Community Board 16 December 2019 - Deputation - Victoria Andrews - Akaroa Issues Working Party Presentation Handout

13. Community Board Governance Arrangements 2019 / 2022 Term - Akaroa Issues Working Party

Staff Recommendations / Ngā Tūtohu

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

- a. Dissolve the Akaroa Issues Working Party as at 28 February 2020.
- b. Request that the Working Party have a meeting prior to 28 February 2020 to agree its final recommendations to the Board.
- c. Express its appreciation to community members who have served on the Akaroa Issues Working Party.

Community Board Resolved BKCB/2019/00174

Part C

Te Pātaka o Rākaihautū/Banks Peninsula Community Board 03 February 2020



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

- 1. Note the issues raised in the deputation to the meeting.
- 2. Not dissolve the Akaroa Issues Working Party at this time but signal the likelihood of changes to the form, structure, membership and terms of reference of the Working Party, or of the formation of a new community led group that could replace it.
- 3. Note that staff are already working with the community to establish a community led response or group, for consideration and management of Akaroa issues.
- 4. Note that the Board sees this as a short term situation and signals its intention to review this decision by 31 March, 2020.

Andrew Turner/Nigel Harrison

Carried

8. Briefings - Little River Wairewa Community Trust and Christchurch City Council Partnership Projects

Vanessa Mitchell, Janet Reeves and Jane Harrison gave a briefing on the Little River Big Ideas Community Plan and the current progress of Council and community partnership projects arising from the plan.

Part B

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

Notes the information supplied during the Briefing.

Attachments

A Banks Peninsula Community Board 16 December 2019 - Briefing Little River Big Ideas

10. Awa-iti Domain - Fitness equipment

Community Board Resolved BKCB/2019/00175

Original staff recommendations accepted without change.

Part C

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

 Approve an amendment to the Awa-iti Master Plan to allow for the installation of fitness equipment in the Domain, as per **Attachment A** of the agenda – **The Awa-iti Domain Master Plan LP312302**.

Andrew Turner/Jamie Stewart

Carried

Tori Peden declared an interest in this item and did not take part in the discussion or voting thereon. Tyrone Fields assumed the Chair for consideration of Item 10 – Awa-Iti Domain – Fitness Equipment

6. Presentation of Petitions / Ngā Pākikitanga

Part B

There was no presentation of petitions.



7. Reserve Management Committee Meeting Minutes Community Board Resolved BKCB/2019/00176

Original staff recommendations accepted without change.

Part B

That the Banks Peninsula Community Board:

- 1. Receive the minutes of the following Reserve Management Committees:
 - Duvauchelle Reserve Management Committee Triennial Election 18 November 2019
 - Okains Bay Reserve Management Committee 3 December 2019
- 2. Approve the following members of the Duvauchelle Reserve Management Committee:
 - Fiona Barnes
 - Geoff Carter
 - Bruce Watts
 - Ian Whenmouth
 - Jacque McAndrew
- 3. Request that staff provide information to the Board on the offer of discounted accommodation at Banks Peninsula camping grounds, which is being offered to non-complying freedom campers.

Jamie Stewart/Tyrone Fields

Carried

9. 2019-20 Discretionary Response Fund - Board Project, Norman Kirk Memorial Pool

Staff Recommendations / Ngā Tūtohu

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

1. Approves a grant of \$4,200 from its 2019/20 Discretionary Response Fund towards
Norman Kirk Memorial Pool lifeguard wages for weekends to the end of February 2020.

Community Board Resolved BKCB/2019/00177

Part C

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

- Approves a grant of \$4,200 from its 2019/20 Discretionary Response Fund towards Norman Kirk Memorial Pool lifeguard wages for weekends to the end of February 2020.
- 2. Request that staff report to the Board by the beginning of February, 2020 on what data will be collected, how it will be collected and how it will be reported to the Board, on the numbers using the pool through the extra days provided in February, in comparison to the rest of the season.

Tyrone Fields/Reuben Davidson

Carried



11. Te Pataka o Rākaihautū / Community Board Recess Committee 2019-20 Community Board Resolved BKCB/2019/00178

Original staff recommendation accepted without change.

Part C

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

- Appoint a Recess Committee comprising the Board Chairperson and Deputy Chairperson (or their nominees from amongst the remaining Board members) plus a minimum of any other two Board members, to be authorised to exercise the delegated powers of the Banks Peninsula Community Board for the period following its ordinary meeting on 17 December 2018 up until the Board resumes normal business on 4 February 2019.
- 2. Requires that the application of any such delegation be reported back to the Board for record purposes.
- 3. Notes that any meeting of the Recess Committee will be publicised and details forwarded to all Board members.

Andrew Turner/Tori Peden

Carried

12. Community Board Representation on Outside Organisations and Committees

Staff Recommendations / Ngā Tūtohu

That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board consider the following appointments to outside organisations and committees for the 2019/22 term:

- 1. Appointment of a member of the Community Board, or other person, to the following bodies, as the Council's representative (or one of the Council's representatives) on that body, and in the case of the Orton Bradley Park Board, three members:
 - Lyttelton Historical Museum Board
 - Orton Bradley Park Board (3)
- 2. Appointment of a representative on the following bodies:
 - Port Liaison Committee
 - Stoddart Cottage Trust
- 3. Appointment of a liaison person to the following committees and outside organisations:

Reserve Management Committees

- Allandale Reserve Management Committee
- Diamond Harbour Reserve Management Committee
- Lyttelton Reserves Management Committee

Residents Associations

- Charteris Bay Residents Association
- Church Bay Neighbourhood Association

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- Diamond Harbour Community Association
- Governors Bay Community Association
- Port Levy Residents' Association
- Purau Residents Association

Community Organisations

- Grubb Cottage Trust (2)
- Little River Craft Station
- Lyttelton Harbour Business Association
- Lyttelton Community House Trust
- Project Lyttelton
- 4. Confirm the appointment of a representative to the Akaroa Community Health Trust.

Community Board Resolved BKCB/2019/00179

Part C

That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board make the following appointments to outside organisations and committees for the 2019/22 term:

- 1. Appointment of a member of the Community Board, or other person, to the following bodies, as the Council's representative (or one of the Council's representatives) on that body, and in the case of the Orton Bradley Park Board, three members:
 - Lyttelton Historical Museum Board Reuben Davidson
 - Orton Bradley Park Board (3) Howard Needham
 (An expressions of interest process to be conducted to canvas community members to be appointed)
- 2. Appointment of a representative on the following bodies:
 - Port Liaison Committee Tyrone Fields
 - Stoddart Cottage Trust Howard Needham
- 3. Appointment of a liaison person to the following committees and outside organisations:

Reserve Management Committees

- Allandale Reserve Management Committee Howard Needham
- Diamond Harbour Reserve Management Committee Howard Needham
- Lyttelton Reserves Management Committee Tyrone Fields, Reuben Davidson

Residents Associations

- Charteris Bay Residents Association Howard Needham
- Church Bay Neighbourhood Association Howard Needham
- Diamond Harbour Community Association Howard Needham
- Governors Bay Community Association Howard Needham
- Port Levy Residents' Association **Howard Needham**
- Purau Residents Association Howard Needham

Community Organisations

- Grubb Cottage Trust (2) Reuben Davidson
- Little River Craft Station Tori Peden
- Lyttelton Harbour Business Association Tyrone Fields

Te Pātaka o Rākaihautū/Banks Peninsula Community Board 03 February 2020



- Lyttelton Community House Trust Tyrone Fields
- Project Lyttelton Reuben Davidson
- 4. Re-confirm the appointment of Nigel Harrison as a representative to the Akaroa Community Health Trust.
- 5. Acknowledge the death of Barry Bowater and the many years contribution he gave to the Orton Bradley Park Board.
- 6. Request that staff re-present this report for the Board to review following the by-election in the Mt Herbert subdivision.

Andrew Turner/Tyrone Fields

Carried

14. Elected Members' Information Exchange

14.1 Akaroa Beach Shower

Part B

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

1. Request that staff write to the Akaroa and Bays Lions Club asking if it is still interested in the Akaroa Beach Shower as a project and if so, does the club have a proposed timeline.

14.2 Lyttelton Toilets

Community Board Resolved BKCB/2019/00180

Part B

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

- 1. Notes its concerns regarding the capacity and state of the current public toilets in Lyttelton and requests information from staff by the end of February, 2020 on the number and condition of the public toilets in Lyttelton and whether they are of a suitable capacity and standard for the large number of cruise ship visitors expected from October 2020, including options to resolve any issues and associated costs.
- 2. Request an update from staff on the Banks Peninsula public toilets upgrade programme.

Tyrone Fields/Reuben Davidson

Carried

14.3 Monitoring of Freedom Camping

Part B

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

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1. Requests information from staff on the details around monitoring of freedom camping, including the schedule and what is being policed.

14.4 Requests for Service

Part B

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

 Request reporting on what Requests for Service actions have been received for Banks Peninsula.

14.5 Akaroa Bowling Club Parking - Yew Cottage

Part B

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

 Request an update on the progress with putting in place legal mechanisms to grant exclusive use of the physical car parking area of Yew Cottage to the Akaroa Bowling Club.

14.6 Eco Burial Plot - Diamond Harbour

Part B

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

1. Request an update from staff on the Eco Burial plot at Diamond Harbour and its ongoing capacity.

14.7 Cruise Ship Emissions - Lyttelton Harbour

Part B

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

1. Request information from Environment Canterbury around compliance of the levels of emissions from cruise ships in the Lyttelton Harbour.

14.8 Akaroa Treated Wastewater Reuse Working Party

Community Board Resolved BKCB/2019/00181

Part B

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

1. Amend the Terms of Reference of the Akaroa Treated Wastewater Reuse Options Working Party to record that the status of Working Party member Kathleen Reid is Alternate Community Member, Robinsons Bay and Landowner.



Nigel Harrison/Jamie Stewart

Carried

14.9 Church Bay Neighbourhood Association - Sealing of Walkway.

Part B

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

1. Consider, as part of its Annual Plan and Budget Submission, the sealing of the walkway between James Drive Reserve and Muriwai Drive, between Sections 82 and 83.

Karakia Whakamutunga: Tyrone Fields

Meeting concluded at 12.46pm.

CONFIRMED THIS 3rd DAY OF FEBRUARY, 2020

TORI PEDEN CHAIRPERSON

Christchurch City Council



Reserve Management Committee Meeting Minutes 7.

Reference / Te Tohutoro: 19/1439224

Presenter(s) / Te kaipāhō: Liz Carter – Community Board Adviser

1. Purpose of Report / Te Pūtake Pūrongo

Minutes have been received from the following Reserve Management Committees:

Name	Subject
Awa-Iti Reserve Management Committee	4 December 2019
Diamond Harbour Reserve Management Committee	9 December 2019
Pigeon Bay Reserve Management Committee	15 December 2019
Robinsons Bay Reserve Management Committee	13 December 2019

2. Staff Recommendations / Ngā Tūtohu

That the Banks Peninsula Community Board:

- Receive the minutes of the following Reserve Management Committees:
 - Awa-Iti Reserve Management Committee 4 December 2019
 - Diamond Harbour Reserve Management Committee 9 December 2019
 - Pigeon Bay Reserve Management Committee 15 December 2019
 - Robinsons Bay Reserve Management Committee 13 December 2019

Attachments / Ngā Tāpirihanga

No.	Title	Page
A <u>↓</u>	Awa-Iti Reserve Management Committee 4 December 2019 - Minutes	18
B <u>↓</u>	Diamond Harbour Reserve Management Committee 9 December 2019 - Minutes	20
C T	Pigeon Bay Reserve Management Committee 15 December 2019 - Minutes	22
DΨ	Robinsons Bay Reserve Management Committee 13 December 2019 - Minutes	25



Awaiti Reserve Board Meeting

Held: Little River Service Centre

On: 4 December 2019

Present: Dean, Jane (CCC), Sheryl, Will(CCC), Bruce, Tori.

Apologies: George, Christian

We welcome Jane Harrison, the new Community Development Advisor.

Matters Arising:

- 1. Dean has purchased a gate for the footbridge.
- 2. Tree Tech have started the maintenance on the trees (correspondence as below)
- 3. Dean has emailed Maria (CCC) re sundial, latch for gate, agents shed but has had no response as yet.

Financial Report:

Bank Balance as of 1 November 2019 \$6817.70

Income: J Trist (rent) \$3230.00

Payments: B King (garden maintenance) \$300.00

Accounts to be paid: D White (gate) \$290.65

Tori/Bruce Carried

Correspondence:

Inwards:

Email from Christian Couper – Landscape design re environment for learning project, CCC having a footpath constructed along the domain on Western Valley Road, Bikes in Schools, Happy with CCC support with the marking of the domain for athletics day.

Email from Tree Tech

Letter from George Piper

Outwards:

Various emails from Dean in response to the above.

Sheryl/Dean Carried

General Business:



- 1. The construction on the tennis courts have begun!! Will reported that the testing on the landfill will have to be done before we can use it for the bund. RMC to organise the bund. Dean will talk to Bruce re the removal of the grasses that are in the way of erecting the bund. There is a mound of chip which Dean will ask Vanessa to remove. George Piper asked if it was possible to make part of the fence retractable so if needed, you could open up the courts to allow wider things to go on the courts. Will will ask the contractors if this is possible.
- 2. Fitness equipment the equipment is to fit with the feel of the domain. Stepping/fitness equipment more age specific. There are 2 areas of the domain that they could possibly be erected. The first one is by the old entrance way by the tennis courts and the other is by the trees where the new entrance way is. Sheryl to give Olivia the pictures of the suggestions given by CCC. Dean to let Will know the outcome ASAP.
- 3. Bikes to Schools This provides Bikes, helmets and a track. The school would maintain the track and house the bikes and helmets. Jane reported that this is quite an expensive project but there is plenty of funding to be sourced. The committee agree this is quite a good project to have in the domain but not quite sure where it would fit and when best to do it. The committee will have to make a new wish list to prioritise projects and get them in the right order
- 4. Bruce has been busy planting and beautifying the domain.

Meeting closed 5.15pm

Next Meeting February 19 2020 at 4pm at Little River Service Centre

Ttem No.: 7 Page 19





Minutes of the Diamond Harbour Reserve Management Committee

Monday 9th December 7pm to 9pm - Green Room, Community Centre



Present: Robert Goldie, Thomas Kulpe, Paul Pritchett, Felix Dawson, Felicia Forbes, Phil Swallow, Graeme Fraser, and eventually, Richard Suggate.

Apologies: Heidi Winton, Karen Banwell, Dave Hammond, Pete Ozich, Jim Nieman, Tom Kuenning, Emma Kinnings.

1. Election of Chair and Secretary

Nominations were called for the posts of Chair and Secretary.

By unanimous votes, Graeme Fraser and Felix Dawson were elected respectively to these posts for the next 3 year term.

2. Gravel track at the James Drive Playground.

This track (40m running between Muriwai Drive and the James Drive Playground) was originally mooted by Tom Kuenning. It will enable easy access to the playground and in the other direction to the On the Spot shop.



Our CCC ranger, Heidi Wilton has suggested that the Council could provide all materials for a compacted gravel track, if our RMC volunteers can provide the labour. She proposes April for this job.

The committee was all in favour of this project, but Paul pointed out that the route of the track was already partially blocked due to the construction of a house at No.16 Muriwai Drive. Graeme agreed to ask Heidi to safeguard the track route so that it was able to be done in April.

3. Summer volunteer activities

There was general consensus that our priorities would be in the order:

- a. Releasing and watering new trees in Sam's and Morgan's Gullies.
- b. Cutting and pasting of BPF in Lower Morgan's Gully.



Graeme will meet Pete soon to discuss the irrigation system for top of Morgan's along the new track, and the top of Sam's (both sides).

Further clearing of the BPF could be left perhaps for one or two working bees in the New Year. It's hoped that this area could then be planted after the worst of the BPF is cleared.

4. Head to Head Walkway - ongoing representation on Working Party.

Graeme advised that the Community Board wants to know if the DH RMC still wants to have a rep on the working party. As the Charteris Bay to Orton Bradley section is still ongoing, it was generally felt that this was a good idea.

Graeme agreed to reply to the CB to the effect that he would attend, and if unavailable, then Tom Kuenning or Felix would attend. Richard is due to attend as the DHCA rep.

5 Other business

- Phil suggested that perhaps a working bee could be organised for the New Year to re-visit the area between the bowling club and the cliff track.
- Graeme to ask for volunteers to fill the barrels below Bruno's house after he leaves for the West Coast.
- Graeme advised that the idea of a community garden in Norman Kirk Park has been raised by Ollie Gale, but he will ask Ollie for more details, and to possibly follow the example of the neighbourhood group behind the Te Ra Crescent Park (Adrian Daly).
- Next meeting to be arranged for the end of Jan/start of Feb.

Ttem No.: 7 Page 21



MINUTES OF A MEETING OF THE PIGEON BAY RESERVE MANAGEMENT COMMITTEE HELD ON 15th December 2019 AT PIGEON BAY HALL, PIGEON BAY

Meeting Opened 2pm

Present: Brenda Graham, Alicia Graham, Pam Richardson, Sandra Innes, Murray & Heather Walls, Mike Turner, Charles Stewart-Robinson and Colin Jacka CCC [Parks Officer]

Apologies: Vincent Luisette

The meeting opened with the election of officers

Chairperson - Pam Richardson nominated and elected

Charles Stewart-Robinson /Sandra Innes

Treasurer – Murray & Heather Walls nominated and elected

Pam Richardson /Sandra Innes

Secretary – Charles Stewart-Robinson nominated and elected

Pam Richardson / Mike Turner

Thanks were given to outgoing Chairperson Brenda Graham and Secretary Alicia Graham for the excellent work over the past years noting that Brenda has been involved for 30 years.

Minutes of the previous meeting 22nd April 2019 were read and confirmed.

Pam Richardson/Brenda Graham

Matters arising from the minutes of the previous meeting:

- 1. The dead and dying trees in the Park were becoming a concern. Paul Devlin to be contacted.
- 2. The earlier Camp Vision is to be circulated and committee to provide feedback.
- 3. The Draft Policies and Rules Pigeon Bay Camp Ground 81 Wharf Rd including minor alterations to be circulated, finalized and when adopted distributed to all regular lot holders along with an 'Agreement' between site holders and the Reserve Management Committee. The document to be also pinned to the notice broad.
- 4. Occupancy numbers a number of regular campers have filed returns 14 vans/227nights / 16 nights per site. Regular campers to be reminded that this requirement may be part of any future site contracts.

Correspondence in:

- 1. Vincent Luisetti had expressed a concern over asbestos on the beach. This has been referred to the EPA and the Christchurch City Council.
- 2. Various emails re Reserve Management Committee AGM election of officers etc.
- 3. Application for a regular campsite by Richard & Jessica Skinner.

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1. A request for a regular caravan site by Richard & Jessica Skinner were told that their name would be added to the list but there was a long waiting list at the present.

Agreed the inwards and outwards correspondence be received and approved Pam Richardson/ Charles Stewart Robinson

Finance:

- 1. A provisional mid-year report was given by the joint treasurers indicating that the Caravan Park was on track as last year. Numbers in the Park were similar and it was expected that with the on-set of the Christmas holiday period the occupancy rate would rise and consequentially the income.
- 2. All current regular campers' invoices have been paid.
- 3. The joint treasurers were thanked for their ongoing commitment and noting that they will relinquish role if the new banking system is implemented.
- 4. Moved that the financial report be accepted Mike Turner /Sandra Innes

Risk Management Report

- 1. Asbestos on beach CCC will arrange to have it picked up.
- 2. Dying trees to be pruned /removed as appropriate.
- 3. Important notices e.g. Dog Policy and map of area involved, Important /Emergency Contact Numbers on the notice board.
- 4. Fire prohibition signs are throughout the camp –noting this includes charcoal BBQ's and no fireworks.
- 5. Camp license on the notice board.
- 6. Sea overlapping the seawall signs in some areas of the camp

Caretakers Report

- 1. Not provided.
- 2. An email to be sent to the caretaker complimenting him on 'the tidy nature' of the camp.

General Business

- 1. Banking -A concern was raised that the caretaker needed to deposit monies taken in a more regular manner. Charles to follow up.
- 2. Booking system -It was decided to look into issuing booking tickets/receipts similar to DOC.
 - Colin talked about the trend that tourist numbers were trending down for parks.
- 3. Camp Fees Colin suggested that the Park adopt the CCC range with the CPI. Agreed that the present prices to stay the same with a review to be undertaken later in the year re a 'winter rate'.

Sandra Innes /Murray Walls

Note charges: \$15 per site \$5 per extra adult \$2 per extra child.

- 4. Maintenance –It was noted that more gravel was needed along the internal road of the Park with some attention also at some stage to filling low spots in the camp. Caretaker to arrange shingle for the road.
- 5. Landscape plan A plan is to be developed including plantings of trees. It was

Page 2



- decided to wait until dead trees have been removed and will consider planting in autumn.
- 6. Water supply A concern was raised that there had been issues re water supply in the camp [quantity and pressure] following recent work on the Pigeon Bay Community Water Supply. To be followed up suggesting CCC notifying any interruption.
- 7. Tennis court Two poles may need to be replaced. The quote for repairs to the tennis court netting to be forwarded to all committee members.
- 8. The basketball hoop and back board replacement to be followed up with Vince.
- 9. A camp newsletter similar to last year is to be prepared and circulated to campers in the New Year.
- 10. Annual Plan submissions It was noted that requests are required to be submitted to the Community Board by the 24th Feb. To be discussed at the next meeting. It was suggested that a funding application for the tennis court netting be made to CCC. Colin to follow- up re any Reserve Management Committee 2019 allocation of funding remaining.
- 11. Committee members to provide a set of goals for the 2019-22 term including planting and landscaping etc. along with comments re the Pigeon Bay Camp Vision.
- 12. Camp contact numbers It appears that the earlier caretakers contact number is still being advertised. Colin will follow-up on the CCC website with a link for the Pigeon Bay Camp.

Next meeting: 9th February 2020 at Pigeon Bay Hall or TBA

Meeting Closed: 4.30pm

A walk around the Park was taken so as to introduce the new members to the site. Noted that the camp had dried out following flooding over the winter months and had been tidied up nicely for the coming summer season.

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Ttem No.: 7 Page 24



Robinsons Bay Reserve Management Committee DRAFT MINUTES Friday December 13, 2019, 6:00, Robinsons Bay Reserve

Present: Suky Thompson, Pippa Foley, Raewyn Stronach, Karen Watson, Roz Rickerby,

Fran Anderson

1 Apologies

Paddy Stronach, Marion Wilson

2 Minutes of the previous meeting

The minutes of the meeting held on 26 August 2019 were approved.

R Stronach/P Foley

The minutes of the Triennial Election meeting held on November 9, 2019 were reviewed and agreed as correct. These will be approved at the next Triennial Election meeting.

Outgoing chair Pippa Foley was thanked for her service to the committee for many years.

3 Matters arising

Suky Thompson was confirmed as chairperson

P Foley/F Anderson

It was agreed that it had worked well when the previous chair took the minutes, and that as the new chair was willing to continue this there was no need to appoint a separate secretary.

4 Financial

Steven Gray, CCC Project Manager, has confirmed the Council holds approximately \$10k of capital funds for the Reserve this year.

The RMC bank account holds \$1074.39 as of Oct 2019 statement.

Suky Thompson is to be added as a signatory to the Robinsons Bay Reserve Committee bank account at BNZ. Sue Lovett is to be removed. The other two signatories are to remain unchanged. The address for statements is to be changed to c/o Suky Thompson, 59 Tizzards Road, Robinsons Bay, RD1 Akaroa 7581

P Foley/F Anderson

5 Correspondence

An application for \$180 has been made to the Council Discretionary response fund to assist with a neighbourhood summer barbecue as the Neighbourhood grants have all been dispensed. Get in earlier next year.

6 Interpretation signs

The Council have received the proposed changes to the draft Cocksfoot sign and are now actioning these.

Roz Rickerby will check with CCC staff member Karyn Durham about where this is at and get quotes for sign production including the wooden support post. Suky Thompson thought AdGraphix had supplied the posts used on the other signs.

Action Roz

Suky Thompson undertook to draft a sign on dairying to replace the present "Sawyers to Farmers" sign to better suit the dairying display, and then to work a final sign describing Robinsons Bay in 2020

Action Suky

Robinsons Bay RMC Minutes 13 December, 2019

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7 Totara fence

Nick Thacker has been asked to erect a totara fence along the bank in front of the old school site to provide a visual barrier around the mowed area and demonstrate how a post and rail fence is constructed.

At his request the committee marked out the approximate position prior to the meeting. The fence is to be 2 rails high. The materials needed are 6 post and 10 rails, or if materials can be sourced to add another section then 7 posts and 12 rails.

There are 8 rails in the stock behind the school. Pippa Foley indicated that Ged Foley would be able to supply the posts with holes and some additional rails. Raewyn Stronach may also have some posts.

Suky Thompson to update Nick Thacker with the aim to have the fence installed before the barbecue.

Action Suky

Nick Thacker also to be asked to add steps to the steep sections of track and install the Cocksfoot sign if its ready. Suky Thompson is storing decking timber removed from the wharf for re-use in reserves.

8 Summer Barbecue

Date for the barbecue is Saturday Feb 8, 2020 at 5:30 with Sunday Feb 9 as a postponement date. The committee will supply a bbq and basic food, with guests asked to bring salads, nibbles or desserts, and their own drinks, chairs, glasses and cutlery. A raffle will be held as this had been very successful last year.

The following actions were agreed	Action
Arrange for a save the date email and then an invite to go out later via Sue Church Robinsons email list	Suky
Purchase food -5 doz good quality pre-cooked sausages, bread, cordial, ketchup plus raffle ticket book	Karen
Put raffle hamper together. Items to be dropped off to Fran	Fran
Trestle tables on the day	Raewyn, Suky
Supply BBQ, water container, paper plates and serviettes on the day	Pippa

9 Working Bee

BBQ preparation and reserve tidy up working bee to be held on Saturday Feb 1. Raffle items can be brought to this.

There will also be a short meeting held this day.

10 Any Other Business

None.

The meeting closed at 7:00pm

Note – after the meeting committee members walked around the reserve and agreed to ask new CCC Community Parks team to carry out mowing and clearance around displays as it was learnt that a neighbour had mowed the reserve because it had got very overgrown. New staff to be shown the Nikaus to avoid mowing them over.

It was decided the steps were quite a big job, and to ask Nick Thacker to do these separately.

Robinsons Bay RMC Minutes 13 December, 2019

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8. Orton Bradley Park Board Minutes - 14 October 2019

Reference / Te Tohutoro: 19/1473106

Presenter(s) / Te kaipāhō: Liz Carter, Community Board Advisor

1. Purpose of Report / Te Pūtake Pūrongo

Minutes have been received from:

Name	Subject
Orton Bradley Park Board	14 October, 2019

2. Staff Recommendations / Ngā Tūtohu

That the Banks Peninsula Community Board:

1. Receive the minutes of the Orton Bradley Park Board meeting held on 14 October, 2020.

Attachments / Ngā Tāpirihanga

No.	Title	Page
A <u>U</u>	Banks Peninsula Community Board 3 February 2020 - Orton Bradley Park Board Minutes - 14 October, 2019	28



ORTON BRADLEY PARK

MEETING OF THE BOARD HELD IN THE COTTAGE 2.00 pm, 14th OCTOBER 2019

1 Present: M. Cameron (Chairman), J. Rentoul, Brian Dixon, B.

Farmer, C. Oliver, J. Thacker, S. O'Connell, B. Studholme,

In attendance: I. Luxford, A. Nicholl

2 Apologies:

Paul Devlin, Felix Dawson

3 MINUTES OF PREVIOUS TWO MEETINGS

It was moved by the Chairman and seconded by Brian Dixon that the notes taken at the previous two meetings be endorsed as a true and correct record of discussions.

4 MATTERS ARISING

Wedding Marquees This matter on hold, as the proposer has moved away from the area. A wedding planner has been spoken to for suggestions.

Café: Opening on 26th October, the day before the Spring Fair.

Insurance: With AON from 30th October 2019.

5 HEALTH AND SAFETY

Bridges:

• First of 3 bridges has been replaced. A great solution.

- Careful thought needed when deciding where to position next new bridge.
- The high ropes course bridge has one end in the ground and is rotting. Installation will be relatively easy as there is access all the way to it. 18 metres long and design similar to bridge recently installed. May need to cut down any eucalypts near the bridge replacement.
- Playground bridge above ground and in better repair, but needs replacing. Has twist making it unstable, and needs to be accessible to prams and bikes. Position will be slightly changed to enable rock to be used as foundation.
- Brian Dixon stated that the Dixon family is willing to contribute financially for a further bridge and he favours the high ropes bridge as the priority.
- Discussion about whether it would be possible to replace the two remaining bridges at the same time.



Bill Studholme moved a motion of thanks to the Dixon family for their extremely generous offer to fund a second replacement bridge.

Seconded: Matt Cameron Carried

It was felt that the two bridges would need to have different surfaces for walking, e.g. rubberised tread/expanded grating. Decided that quotes should be obtained for both surfaces. It was hoped that construction could start in the New Year.

Recreation Risks

- Matt asked for clarification regarding responsibility of the Board for mitigating risks to park users because an entry fee is paid and facilities provided.
- Ian, after speaking with WorkSafe employees, said they acknowledged there is inherent risk with many recreational facilities, and users have a responsibility for their own safety.
- A white board to be placed at the beginning of tracks outlining particular risks, e.g. onga onga. Staff endeavour to spray these weeds when they are close to tracks.
- Matt requested that Ian make a diary note recording discussion with WorkSafe.

3 MANAGER's REPORT:

Progress on Action Points:

- Enhanced Camping Experience: Ian has meeting with Top10 consultants on 15th October. They are in process of feasibility study. Their plan is to include several parks in a wilderness camping scheme.
- Rod Donald Trust.

Meeting with Phillip King on Friday 18th October. Ian and Matt met with Suki and other trust representatives, to discuss options regarding PK's land.

Spring Fair

Planning well under way.

Dale has discussed parking with Bruce, on behalf of the golf club. Reminder about \$10 notes required for change. Ian has been stockpiling from gate takings.

Volunteers required from 9.30 am.

Work Plan:

Excellent progress by volunteers.

Questions:



Sean O'Connell enquired about the sales from the quarry. Ian reported that another 30 tonnes/tons had been taken by the same people. Stone all architectural quality.

Financial:

No questions.

Things on track according to budget.

An inaccuracy because grant has not come through from Council. Meeting to be arranged with Stewart, the accountant.

lan asked if any Board member had any use for old diesel tanks. Craig Oliver thought he knew someone who may be able to use them.

Matt moved that the Manager's Report and Finance Report be received.

Seconded: John Rentoul Carried

Correspondence: Nil

General Business:

John Rentoul queried whether the museum would be open on the day of

lan explained that display cases have been purchased, but there was not much to see yet.

Friends of the Park

A summary was presented showing Friends numbers as they stand at present and compared with the previous year.

The Board wished to record their thanks to Kevin Nicholl for his work for 'Friends of the Park'.

Head to Head Walkway

A lot of discussion had taken place concerning the H to H walkway. The Board preference is that the easiest way would be along the road near Orton Bradley Park, with the arboretum signposted.

Track clearing to commence second weekend after Labour Weekend. If the Board agrees starting with Waterfall Gully. Approval granted.

End of Year Volunteers' Barbeque

Decided on 29th November, at 5.00 pm, following the Board Meeting set down for that date.

Lease Roll-over

No right of renewal for Laura's lease at the end of current period.



Meeting closed at 3:45 pm

Next Board Meeting: 29th November, followed by BBQ.

Signed M. Cameron Date: 29th November 2019 Chairman





- for the benefit and enjoyment of all people -

SCHEDULE OF MEETINGS FOR 2020

10th February	Board and Strategic	1 pm
April (to be advised – avoiding Easter Monday	Board and Inspection	1 pm
8th June	Board	1 pm
17th August	Board	1 pm
12th October	Board and Inspection and AGM	1 pm
30th November	Board	1 pm

Annual Events

Midwinter Dinner -mid July Spring Fair – Sunday of Labour Weekend, October Xmas BBQ for Volunteers and Board – Early December?

Subcommittees:

Forestry

Arboretum, management of native areas, management of exotic areas, joint ventures, implementation of long term management plan.

Chair: B.Studholme, B.Dixon, C.Oliver, S.Martin, J.Thacker, Bruce Farmer and I.Luxford (ex officio).

Property

Chair: Matt Cameron, Ian Luxford, Bruce Farmer, Felix Dawson

Other Committees to be convened on an ad hoc basis.



9. Correspondence - McRaes Road, Takamatua

Reference / Te Tohutoro: 20/42161

Presenter(s) / Te kaipāhō: Liz Carter – Community Board Adviser

1. Purpose of Report / Te Pūtake Pūrongo

Correspondence has been received from:

Name	Subject
Jan McRae	Name of Road – McRaes Road, Takamatua

2. Staff Recommendations / Ngā Tūtohu

That the Banks Peninsula Community Board:

- 1. Receive the information in the correspondence report dated 03 February 2020
- 2. Request that staff investigate the correct spelling of McRaes Road in Takamatua and initiate a process through Land Information New Zealand to change the official name if it is found to be incorrect.

3. Context / Background / Te Horopaki

- 3.1 There is a road in Takamatua named McRaes Road, which was named after the late Lawrence McRae, a resident of Takamatua and a Councillor on the former Wairewa and Akaroa County Councils.
- 3.2 The spelling of McRaes Road is correct on the road sign erected in Takamatua, but has been transposed on maps and official records as "McReas Road".
- 3.3 Jan McRae (daughter of the late Lawrence McRae) has contacted the Council to ask for this error to be remedied.
- 3.4 Staff in the Data Management and Maintenance section of Council recommended to Ms McRae that she write to the Community Board asking it to send a request to Council staff and Land Information New Zealand (LINZ) to have the error rectified.
- 3.5 Subsequently Ms McRae has emailed asking the Board to support such a move see attached emails at **Attachment A**.

Attachments / Ngā Tāpirihanga

No.	Title	Page
A <u>∏</u>	Email Correspondence – received 7 November 2019 - Jan McRae regarding naming of	34
	road in Takamatua.	



Email Correspondence - received 7 November 2019

Hi Liz

I am forwarding this letter from Mark Lockley as he suggested.

I don't know if you are in the loop re the spelling of McRaes Rd at Takamatua. The actual road sign is correct, but the spelling on all the maps is wrong. They refer to it as McReas Rd. My thoughts - if they are going to name a road after my late father the spelling should be correct.

Please could you advise what I have to do next?

Many thanks

Regards

Jan McRae

----- Forwarded message -----

From: Lockley, Mark < Mark.Lockley@ccc.govt.nz >

Date: Thu, 7 Nov 2019 at 11:57 AM Subject: Road Name Spelling

To: Jan McRae

Hello Janis

I have done a lot of investigating and have found the best approach to getting the road name officially corrected here at CCC and at LINZ would be for you to write to the local Community Board as they have to send in the request to CCC and LINZ for this change to happen.

You can contact Liz Carter <u>liz.carter@ccc.govt.nz</u> and she will be able to inform you of the process.

Any problems please let me know.

Regards

Mark Lockley

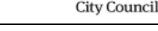
Mark Lockley

Data Analyst

Data Management & Maintenance







Christchurch

10. Quail Crescent Proposed No Stopping Restrictions

Reference / Te Tohutoro: 19/1335256

Presenter(s) / Te kaipāhō: Andrew Hensley, Traffic Engineer

1. Purpose of Report / Te Pūtake Pūrongo

The purpose of this report is for the Te Pātaka o Rākaihautū/Banks Peninsula Community Board to approve the installation of 'No Stopping' restrictions on Quail Crescent, in accordance with Attachment A.

2. Executive Summary / Te Whakarāpopoto Matua

- The Takamatua Ratepayers Association has requested that no stopping restrictions be reinstalled on Quail Crescent as a result of parked vehicles obstructing traffic.
- The Association has suggested that there used to be restrictions in this location, but staff 2.2 could not find records to confirm that. Despite typically low ambient parking demand during weekdays, staff are satisfied that parking demands on busier boating days warrant installation of the restrictions.

3. Staff Recommendations / Ngā Tūtohu

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

- Approve that the stopping, standing and parking of vehicles be prohibited at any time on the 1. western side of Quail Crescent, as indicated on Attachment A of this report, Plan TG135583 Issue 1 dated 27/11/2019.
- Approve that the stopping, standing and parking of vehicles be prohibited at any time on the 2. eastern side of Quail Crescent, as indicated on Attachment A of this report, Plan TG135583 Issue 1 dated 27/11/2019.
- 3. Revoke any previous resolutions pertaining to parking restrictions made pursuant to any bylaw to the extent that they are in conflict with the parking restrictions described in recommendations 1-2 above.
- Approve that these resolutions take effect when parking signage and/or road marking that 4. evidence the restrictions described in the staff report are in place (or removed in the case of revocations).

4. Key Points / Ngā Take Matua

- The recommendations in this report are consistent with the anticipated outcomes of the Traffic Safety & Efficiency Service Plan in the Councils Long Term Plan (2018 - 2028)
- The following feasible options have been considered: 4.2
 - Option 1 Install No Stopping Restrictions (preferred option).
 - Option 2 Do Nothing.
- 4.3 Option Summary - Advantages and Disadvantages (Preferred Option)
 - 4.3.1 The advantages of this option include:
 - Improves the access of vehicles using Quail Crescent.

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Te Pātaka o Rākaihautū/Banks Peninsula Community Board 03 February 2020



- Addresses Takamatua Ratepayers Association concerns over the obstruction caused by parked vehicles.
- 4.3.2 The disadvantages of this option include:
 - Parked vehicles may to be displaced onto other nearby sections of road with an unknown effect.

5. Context/Background / Te Horopaki

Issue / Ngā take

- 5.1 Quail Crescent between Kingfisher Road and McReas Road is a narrow and steep local road, which services the surrounding no exit residential area. Adjoining the northern end of Quail Crescent is the Takamatua Boat Ramp and parking area.
- 5.2 Concerns have been raised by the Takamatua Ratepayers Association that on busy boating days vehicles are being parked on the road shoulder of Quail Crescent uphill of the Takamatua Boat Ramp, obstructing vehicle access.
- 5.3 Observations during weekdays have indicated there is likely to be little or no demand for parking in this section of Quail Crescent except on busy boating days.
- 5.4 The Takamatua Ratepayers Association have requested the reinstatement of no stopping lines that were reported as being previously in place, but are no longer visible on the ground. Staff have been unable to confirm the previous extent of the no stopping lines through visual evidence. Some no stopping lines are present but their legality is unknown.
- 5.5 A report is being submitted to enable the installation and enforceability of no stopping lines to address the vehicle access concerns.

Strategic Alignment / Te Rautaki Tīaroaro

- 5.6 Council's strategic priorities have been considered in formulating the recommendations in this report, however this area of work is not specifically covered by an identified priority.
- 5.7 The recommendations in this report will help to achieve the desired community outcome of a well-connected and accessible city through improved road safety.
- 5.8 The recommendations in this report are also consistent with the anticipated outcomes of the Traffic Safety & Efficiency Service Plan in the Councils Long Term Plan (2018 2028)

Decision Making Authority / Te Mana Whakatau

- 5.9 Part 1, Clauses 7 and 8 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides Council with the authority to install parking restrictions by resolution.
- 5.10 The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Register of Delegations. The list of delegations for the Community Boards includes the resolution of stopping restrictions and traffic control devices.
- 5.11 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

Assessment of Significance and Engagement / Te Aromatawai Whakahirahira

- 5.12 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
- 5.13 The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.
- 5.14 The community engagement and consultation outlined in this report reflect the assessment.



6. Options Analysis / Ngā Kōwhiringa Tātari

Options Considered / Ngā Kōwhiringa Whaiwhakaaro

- 6.1 The following reasonably practicable options were considered and are assessed in this report:
 - Option 1 Install No Stopping Restrictions (preferred option).
 - Option 2 Do Nothing.
- 6.2 No other options were considered.

Options Descriptions / Ngā Kōwhiringa

- 6.3 **Option One: Preferred Option**: Install No Stopping Restrictions.
 - 6.3.1 **Option Description**: Install No Stopping restrictions in accordance with Attachment A.

6.3.2 Option Advantages

- Improves the access of vehicles using this section of Quail Crescent.
- Addresses Takamatua Ratepayers Association concerns over the obstruction caused by parked vehicles.

6.3.3 Option Disadvantages

- Parked vehicles may to be displaced onto other nearby sections of road with an unknown effect.
- 6.4 **Option Two**: Do Nothing
 - 6.4.1 **Option Description**: Do not install no stopping restrictions.
 - 6.4.2 **Option Advantages**
 - Does not result in the possibility of parked vehicles being displaced onto other nearby sections of road with an unknown effect.

6.4.3 Option Disadvantages

• Does not address Takamatua Ratepayer Association concerns over the obstruction caused by parked vehicles.

7. Community Views and Preferences / Ngā mariu ā-Hāpori

- 7.1 The request has come from the Takamatua Ratepayers Association, who support this proposal.
- 7.2 The Team Leader Parking Compliance supports the preferred option.
- 7.3 The do nothing option is inconsistent with the request to improve vehicle access on Quail Crescent.

8. Legal Implications / Ngā Hīraunga ā-Ture

- 8.1 There is a legal context, issue or implication relevant to this decision
- 8.2 This specific report has not been reviewed and approved by the Legal Services Unit however the report has been written using a general approach previously approved of by the Legal

Te Pātaka o Rākaihautū/Banks Peninsula Community Board 03 February 2020



Services Unit, and the recommendations are consistent with the policy and legislative framework outlined in sections 5.5-5.7.

9. Next Steps / Ngā mahinga ā-muri

- 9.1 Approval is required by the Te Pātaka o Rākaihautū/Banks Peninsula Community Board.
- 9.2 If approved, the recommendations will be implemented within approximately four weeks after the contractor receives the request.

Attachments / Ngā Tāpirihanga

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A <u>↓</u>	Quail Crescent Proposed No Stopping Restrictions	39

Confirmation of Statutory Compliance / Te Whakatūturutanga ā-Ture

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

- (a) This report contains:
 - (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
 - (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.
- (b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

Signatories / Ngā Kaiwaitohu

Author	Andrew Hensley - Traffic Engineer
Approved By	Wayne Gallot - Senior Transportation Engineer
	Stephen Wright - Team Leader Traffic Operations
Richard Osborne - Head of Transport	





City Council

Quail Crescent - Takamatua Proposed No Stopping Restrictions For Board Approval

Attachment A

Original Plan Size: A4
ISSUE.1 27/11/2019
TG135583 MJR



11. Community Board Governance Arrangements 2019 / 2022 Term

Reference / Te Tohutoro: 19/1507661

_ _ . _ _ Liz Carter – Community Board Adviser

Presenter(s) / Te kaipāhō:

Amy Hart – Support Officer

1. Purpose of Report / Te Pūtake Pūrongo

1.1 The purpose of this report is for the Te Pātaka o Rākaihautū/Banks Peninsula Community Board to appoint members and the Chairperson of the Head to Head Walkway Working Party and to appoint a Chairperson of the Akaroa Issues Working Party.

2. Executive Summary / Te Whakarāpopoto Matua

- 2.1 This report is staff generated to allow the Board to appoint one Board member from the Lyttelton subdivision and one Board member from the Mt Herbert subdivision to the Head to Head Walkway Working Party, and appoint the Working Party's Chairperson, as required under the Terms of Reference.
- 2.2 The Board is also required to appoint a Chairperson for the Akaroa Issues Working Party, as per its Terms of Reference.

3. Staff Recommendations / Ngā Tūtohu

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

- 1. Appoint one Board member from the Lyttelton subdivision and one Board member from the Mt Herbert subdivision to the Head to Head Walkway Working Party.
- 2. Appoint the Chairperson of the Head to Head Walkway Working Party.
- 3. Appoint the Chairperson of the Akaroa Issues Working Party.

4. Context / Background / Te Horopaki

Legislative Context

- 4.1 Clause 30 of Schedule 7 of the Local Government Act 2002 provides that community boards may appoint committees, subcommittees or other subordinate decision making bodies and joint committees that it considers appropriate. A community board also has the power to appoint or discharge any member of a committee. Clause 32(3) of the same schedule provides for community boards to delegate powers to a committee.
- 4.2 Committees appointed by a community board are "subject in all things to the control of the local authority [or read community board], and must carry out all general and special directions of the local authority given in relation to the committee or other body or the affairs of the committee or other body".
- 4.3 Some of the rules around appointments of committees and subcommittees are:
 - The minimum number of members of a committee is three, with a quorum being two, one of whom must be an elected member, or the quorum can be a greater number, as determined by the community board.
 - At least one member of a committee must be an elected member (not applicable to subcommittees).

Te Pātaka o Rākaihautū/Banks Peninsula Community Board 03 February 2020



- An employee of the local authority cannot be a member if they are acting in the course of their employment.
- The members of a committee or subcommittee may, but need not be, elected community board members.
- A community board or committee may appoint to a committee or subcommittee a person
 who is not a member of the community board if, in the opinion of the board, that person
 has the skills, attributes or knowledge that will assist the work of the committee or
 subcommittee.
- A community board may appoint a member of a committee to be the chairperson of the committee, or if a chairperson is not appointed then the power of appointment may be exercised by the committee.

Head to Head Walkway Working Party

- 4.4 At its 2 December 2019 meeting, the Board re-established the Head to Head Walkway Working Party, including adoption of updated Terms of Reference (attached **Attachment A**).
- 4.5 Under the Terms of Reference, the Working Party includes the Banks Peninsula Councillor, one Board member from the Lyttelton subdivision and one Board member from the Mt Herbert subdivision, all of which the Board appoints.
- 4.6 The Working Party also includes one representative from each of the following community organisations. Each organisation has appointed the representative below for the 2019-22 term.

Cass Bay Reserves Management Committee	Jenny Healey
Charteris Bay Residents' Association	Howard Buchanan
Church Bay Neighbourhood Association	Tom Kuenning (substitute Pat Pritchett)
Diamond Harbour Community Association	Richard Suggate
Diamond Harbour Reserves Management Committee	Graeme Fraser (substitute Tom Kuenning)
Governors Bay Community Association	Helen Chambers
Lyttelton Harbour Business Association	Julia Fenn
Lyttelton Information Centre	Ruth Targus
Rod Donald Banks Peninsula Trust	Suky Thompson
Te Hapū o Ngāti Wheke (Rāpaki) Rūnanga	Yvette Couch-Lewis
Whaka Ora - Healthy Harbour	Karen Banwell

4.7 Staff recommend that the Board appoint the two Board members to the Working Party, and then appoint the Chairperson.

Te Pātaka o Rākaihautū/Banks Peninsula Community Board 03 February 2020



Akaroa Issues Working Party

- 4.8 At its meeting on 16 December 2019 the Board resolved not to dissolve the Akaroa Issues Working Party but to signal the likelihood of changes to the form, structure, membership and terms of reference of the Working Party, or of the formation of a new community led group that could replace it.
- 4.9 The Akaroa Issues Working Party is a subordinate decision making body of the Board, initially established in 2016 at the suggestion of the Council.
- 4.10 The Working Party will now continue under the existing Terms of Reference (attached as **Attachment B**), and with the same membership.
- 4.11 The Terms of Reference state that "The Community Board will appoint the Chairperson of the Working Party".
- 4.12 The current membership of the Working Party is:

Two Akaroa Subdivision members of the Banks Peninsula Community Board	Nigel Harrison Jamie Stewart
Banks Peninsula Ward Councillor	Andrew Turner
Five representatives from the Akaroa community including:	Charl Chaney Kevin Kerr Jan Shuttleworth
 Akaroa Civic Trust (Alternate member) Akaroa District Promotions 	Victoria Andrews David Epstein Darin Rainbird
Representative from Onuku Rūnanga	Vacant

4.13 Staff recommend that the Board appoint a Chairperson for the Working Party.

Attachments / Ngā Tāpirihanga

No.	Title	Page
A <u>↓</u>	Head to Head Walkway Working Party - Terms of Reference	45
B <u>↓</u>	Akaroa Issues Working Party Terms of Reference as at 16 December 2019	47

Confirmation of Statutory Compliance / Te Whakatūturutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002). (a) This report contains:

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

Item 11

Te Pātaka o Rākaihautū/Banks Peninsula Community Board 03 February 2020



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

Signatories / Ngā Kaiwaitohu

Authors	Liz Carter - Community Board Advisor
	Amy Hart - Banks Peninsula Support Officer
Approved By Penelope Goldstone - Manager Community Governance, Banks Peninsula/A	
	Joan Blatchford - Manager Community Governance, Banks Peninsula/Lyttelton



HEAD TO HEAD WALKWAY WORKING PARTY TERMS OF REFERENCE December 2019

1. Name

The Working Party will be known as the Head to Head Walkway Working Party.

2. Status

The Working Party will be a working party of the Banks Peninsula Community Board (the Board).

3. Purpose

The purpose of the Working Party is to support the creation of the Head to Head Walkway (the Walkway), which aims to be a continuous walkway around Whakaraupō / Lyttelton Harbour from Godley Head to Adderley Head.

4. Role

The role of the Working Party is to:

- Engage with communities around Whakaraupō / Lyttelton Harbour to identify local views on matters relating to the Walkway;
- Provide advice from a local perspective to the Board and staff on matters relating to the Walkway, such as the route, priority sections for acquisition, upgrade and construction and detailed design;
- Advocate to the Board for funding for the Walkway in the Council's Long Term Plan and Annual Plan;
- Suggest other sources of funding for acquiring access rights, construction and promotion of the Walkway;
- Promote the Walkway.
- Establish partnerships to support the process of forming the Walkway.

5. Term

The continuation of the Working Party will be reviewed by the Board at the beginning of each triennial term.

6. Composition

- Banks Peninsula Councillor;
- One Board member from the Lyttelton subdivision;

Head to Head Walkway Working Party - Terms of Reference

December 2019



- One Board member from the Mt Herbert subdivision;
- One representative from each of the following community organisations:
 - Cass Bay Reserves Management Committee
 - Charteris Bay Residents' Association
 - o Church Bay Neighbourhood Association
 - Diamond Harbour Community Association
 - o Diamond Harbour Reserves Management Committee
 - Governors Bay Community Association
 - Lyttelton Harbour Business Association
 - o Lyttelton Information Centre
 - o Rod Donald Banks Peninsula Trust
 - o Te Hapū o Ngāti Wheke (Rāpaki) Rūnanga
 - o Whaka Ora Healthy Harbour

The Working Party may second others to assist for specific issues.

7. Appointment

The Board will appoint the Banks Peninsula Councillor, one Board member from the Lyttelton subdivision and one Board member from the Mt Herbert subdivision.

Each community organisations will appoint one representative.

The Board will appoint the Chairperson of the Working Party.

8. Resignation

Any Working Party member may resign by giving written notice to the Working Party and Board. The vacancy will be filled by the process set out in Item 7.

9. Quorum

The quorum at a meeting will be seven members, including at least one Board member.

Head to Head Walkway Working Party - Terms of Reference

December 2019



Akaroa Issues Working Party

Terms of Reference - December 2019

Name

Akaroa Issues Working Party.

Objective

To improve maintenance of Akaroa services and facilities by addressing concerns raised by submitters to the 2016/17 Annual Plan process¹.

Status

The Working Party will be a working party of the Banks Peninsula Community Board.

Composition

- Two Akaroa subdivision members of the Banks Peninsula Community Board
- Banks Peninsula Ward Councillor
- Five representatives from the Akaroa community including but not limited to:
 - Akaroa Civic Trust
 - Akaroa District Promotions
- A representative from the Onuku Rūnanga

The Community Board will appoint the Chairperson of the Working Party.

The Working Party may second others to assist for specific issues.

The Working Party will set a Schedule of Meetings.

Quorum

The Working Party quorum shall be five Working Party members including one elected member.

Term

The Working Party will exist to the end of the 2016/2019 triennium with an annual review at 30 June each year to assess progress and the need for continuance.

Note: Banks Peninsula Community Board resolution 16 December 2019 states that the Board will:

- 2. Not dissolve the Akaroa Issues Working Party at this time but signal the likelihood of changes to the form, structure, membership and terms of reference of the Working Party, or of the formation of a new community led group that could replace it.
- Note that staff are already working with the community to establish a community led response or group, for consideration and management of Akaroa issues.
- Note that the Board sees this as a short term situation and signals its intention to review this decision by 31 March, 2020.

Aims and Functions

- To engage with the community to identify the main maintenance issues in Akaroa and report to the Community Board
- To identify capital project items which would benefit the Akaroa community.
- To discuss information and report to the Community Board on what may be achieved through submissions to the Annual Plan and Long Term Plan processes.
- To act as an advisory group to Council staff on maintenance matters, and as appropriate Capital Programme issues, relating to Akaroa.
- To keep the local community involved and informed of the ongoing progress of the issues.
- Notes from the Working Party meetings to be circulated to the Banks Peninsula Community Board.

¹ As part of its deliberations on the Annual Plan 2016/2017 the Council resolved:

The Council's support for the Akaroa-Wairewa Community Board to establish a working party of Community Board members, representatives of key local organisations and Council staff to address concerns raised by submitters about the adequacy of refuse collection facilities and other maintenance issues in Akaroa.

Akaroa Issues Working Party – Terms of Reference

16 December 2019 Trim:20/47286



12. Te Pātaka o Rākaihautū/Banks Peninsula Community Board Area Report - February 2020

Reference / Te Tohutoro: 19/1507095

Presenter(s) / Te kaipāhō: Joan Blatchford - Community Governance Manager, LMH

Penelope Goldstone - Community Governance Manager, AKW

1. Purpose of Report / Te Pūtake Pūrongo

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 / Ngā Tūtohu

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

- 1. Receive the Te Pātaka o Rākaihautū/Banks Peninsula Community Board Area Report for February 2020.
- 2. Decide whether it would like to provide feedback on the Council's Home Share Accommodation District Plan Review, and delegate authority to the Chairperson to approve the feedback.
- 3. Decide whether it would like to provide input into the Council's submission on the Ministry for the Environment's proposed National Policy Statement for Indigenous Biodiversity, and delegate authority to the Chairperson to approve the input.

3. Community Board Activities and Forward Planning

3.1 Memos/Information/Advice to the Board

3.1.1 Hector's Dolphins in Whakaraupō / Lyttelton Harbour

The Board received a presentation at the Public Forum of its meeting on 2 December 2019 from Genevieve Robinson. Ms Robinson was concerned about the impact of the Lyttelton Port Company's (LPC) pile driving operation on Hector's dolphins in Whakaraupō / Lyttelton Harbour, and sought the Board's assistance in addressing this issue with other agencies. (The two documents Ms Robinson presented are **attached**.)

The Board agreed to write a letter to the Minister of Conservation (**attached**) seeking assurance that the pile driving operation was not negatively impacting on Hector's dolphins in the inner Lyttelton Harbour. The Board also agreed to forward the information presented by Ms Robinson to LPC for comment.

At the time of writing this report, the Board was awaiting replies from the Minister of Conservation and LPC.

3.1.2 Bicycles on Buses Through the Lyttelton Tunnel

At its 18 November meeting, the Board agreed to write to Environment Canterbury regarding a concern that some Lyttelton residents are unable to take bikes through the Lyttelton tunnel on the bus due to the rule that a bus can only carry two bikes at any time. This issue was raised during the Members Exchange.

The letter to Environment Canterbury and the response received are **attached** to this report.

3.2 Board Area Consultations/Engagement/Submission Opportunities

Item 12

3.2.1 Proposed National Policy Statement on Indigenous Biodiversity

The Government is seeking feedback on the proposed National Policy Statement on Indigenous Biodiversity. For more details and to view the consultation document please visit: https://www.mfe.govt.nz/consultations/nps-indigenous-biodiversity

The Council is preparing a submission on this matter, and has invited the Board to provide input by 11 February 2020.

3.2.2 Home-Share Accommodation District Plan Review

The Council is seeking feedback on potential changes to the Christchurch District Plan around managing home-share accommodation (for example, Airbnb and Bookabach). The options are:

- Keep the current District Plan rules
- Enable whole homes to be listed for a certain number of days
- Enable whole homes to be listed in certain areas and restrict in others
- Enable whole homes to be listed, subject to criteria
- Allow whole homes to be listed in residential or rural zones.

Information sessions will be held in Banks Peninsula and Christchurch. Feedback is open from 16 January to 2 March 2020. For more details, please click <u>here</u>.

The Board is asked to consider whether it would like to provide feedback on this matter.

3.2.3 MARPOL Annex VI – Treaty to Reduce Air Pollution in Ports and Harbours

In February 2019, the Board provided feedback on the Ministry of Transport's consultation on MARPOL Annex VI: Treaty to Reduce Air Pollution in Ports and Harbours (**attached**). The Board recommended 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.

The Government has agreed to accede to MARPOL Annex VI. The decision is subject to completion of the parliamentary international treaty examination process and changes to legislation necessary to give full effect to the Annex VI regulations. The target date for accession is late 2021, with the Annex entering into force for New Zealand three months after accession. Further information is available on the Ministry's website at www.transport.govt.nz/marpol.

3.2.4 Peninsula Air Limited's Proposal to Construct Waterdrome in Lyttelton Harbour

In April 2019, the Board provided feedback to the Civil Aviation Authority of New Zealand (CAA) on Peninsula Air Limited's proposal to construct a waterdrome in Lyttelton Harbour (attached).

CAA has issued an Objectionable Determination (**attached**) in respect of Peninsula Air Limited's Notice of Proposal.

Under Civil Aviation Rule part 157.12 (d), "Interested persons may petition the Director to revise the Determination based on new facts that change the basis on which it was made." This means that either Peninsula Air Limited or another party would need to submit a new proposal based on new facts.

3.2.5 Yew Cottage Update



At its meeting on 16 December 2019, the Board requested "an update on the progress with putting in place legal mechanisms to grant exclusive use of the physical car parking area of Yew Cottage to the Akaroa Bowling Club".

Parks Policy staff have replied saying that negotiations for the lease to the Akaroa Bowling Club have been handed over to the Property Leasing team to action. Leasing staff have reported that a draft lease was sent to the Club's solicitor on 18 December 2019 and they are awaiting comment from them before coming to the Community Board.

3.3 Annual Plan and Long Term Plan Matters

- 3.3.1 The Board made a submission to the Council's Draft Annual Plan 2019/20 (attached to the Board's 6 May 2019 agenda).
- 3.3.2 The Council approved the final Annual Plan in June 2019, which can be viewed here.
- 3.3.3 The public consultation period for the Council's Draft Annual Plan 2020/21 is to be determined.

3.4 **Board Reporting**

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

4. Community Board Plan – Update against Outcomes

4.1 The Board is currently developing its Community Board Plan for the 2019-21 term. Once complete, updates against outcomes will be reported here.

5. Significant Council Projects in the Board Area

5.1 Strengthening Communities Fund Projects

5.1.1 Nil to report over the holiday period.

5.2 Other Partnerships with the Community and Organisations

5.2.1 Nil to report over the holiday period.

5.3 **Community Facilities**

5.3.1 Nil to report over the holiday period.

5.4 Infrastructure Projects Underway

Note: The below includes projects from the Council's Citizens and Community Group.

5.4.1 Project: Awa-iti Domain Tennis Courts Renewal

Project Phase: Execute/Construction

The courts were damaged during flooding in 2014. Repair work is underway and expected to be completed by the end of January 2020.

5.4.2 Project: Garden and Heritage Renewal of Building Components

Project Phase: Execute / Construction

A project is underway to complete exterior work to the Little River Craft Centre (Railway Station). Work includes replacing rotten timber, full paint of the exterior. This work is now complete.





5.4.3 Project: Little River Play and Recreation Development

Project Phase: Initiate / Programme Planning (concept)

Staff are working with the Community Group to develop their vision for the space. Fitness equipment has now been installed.

5.4.4 **Project:** Little River Railway Goods Shed

Project Phase: Execute / Construction

Project construction is ongoing.

5.4.5 Project: Little River Traffic Management and Village Plannning

Project Phase: Execute/Construction

This project is to ensure the safe and efficient movement of traffic through the central Little River business and tourism car parking and pedestrian areas.

This project has commenced with all line markings completed in the car parking area in early January. Staff are working alongside the local Village Planning Committee on completing this project.

5.4.6 **Project:** Little River Walkways

Project Phase: Plan/Investigation and Design

This project is to establish two walkways in Little River for local residents and visitors to enjoy.

Engagement letters will be sent to the landowners most affected by the proposed walkways in late February 2020, followed by a period of community consultation, planning and development. Staff are working alongside the local community working group on furthering this project.

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

6.1 The Loons Theatre in Lyttelton was badly damaged by the 2011 earthquake. It received post-earthquake funding from Council but found it difficult to obtain grants to complete the repairs and bring the building back to become a formal theatre space again. A significant grant from the Ministry of Culture and Heritage was received in December 2019 and the theatre is planned to open again by mid-year 2020.

6.2 Events Report Back

6.2.1 Nil to report over the holiday period.



7. Updates from Other Units

7.1 Community Parks Update

- 7.1.1 **Local Parks Update** The Community Parks team are in their seventh month of inhouse staff mobilisation, with all services on the Peninsula now being handled by the Council's internal team.
- 7.1.2 **Sports Parks Update** After the summer sport season, all sports fields on the Peninsula will be condition assessed for autumn renovations.

7.1.3 Capital Works Projects

- Awa-iti Domain Repair of tennis courts currently underway.
- Albion Square The turf area at Albion Square has been completely redone, using Ready Lawn.



• Rue Balguerie Playground and Akaroa Beachfront – Both of these areas have been returfed due to the existing grass not being fit for purpose. The pathway on the beachfront has also had the plastic tubing removed and re-laid with limestone chip.









• Akaroa / Little River – Six additional Big Belly bins have been placed in high use areas of Akaroa as well as one bin placed at Little River outside the café.



• Wainui Cemetery – A water tap has been placed at the entrance to the cemetery, as requested by local residents.





7.1.4 Community Parks Maintenance Schedule

Activity	Frequency per month
Ornamental mowing	4
Amenity mowing	2
Ornamental garden maintenance	4
Summer sport field mowing	8
Summer sport line marking	2
Chemical weed control	1
Bin Emptying	As required
Play and Fitness Equipment Check	1
Drinking Fountain Clean	4

The Metrological Office has predicted warmer temperatures ranging from high-teens to mid-twenties, with less rainfall during the month. It is typical at this time of year that growth rates decrease region wide due to the increase of heat, although, at this stage higher temperatures have not been experienced.

8. Community Board Funding Update

- 8.1 At its 5 August 2019 meeting the Board granted \$172,670 to 22 community groups and organisations from its 2019/20 Strengthening Communities Fund (SCF) to strengthen community wellbeing on Banks Peninsula. This is the Board's only annual grants round. Projects start 1 September each year.
- 8.2 The Board has its 2019/20 Discretionary Response Fund (DRF) to assist community groups where their project funding request falls outside other Council funding criteria and/or closing dates. A portion of this budget is ring-fenced as 'Shape Your Place Toolkit' funding which has special criteria for eligibility due to its source (from the Urban Regeneration team budget).
- 8.3 The Board's Youth Development Fund is allocated directly from the Board's DRF. The previous Board approved a streamlined allocation process for these young applicants due to the frequently short timeframe for decisions before the events.
- 8.4 A summary of allocations to date from the Board's 2019/20 Discretionary Response Fund is **attached.**
- 8.5 In December 2019, the Banks Peninsula Community Governance Team granted \$186 to the Royal New Zealand Plunket Trust for the Banks Peninsula Plunket Children's Christmas Event.
- 8.6 In 2017 and 2018, the Board granted \$3,000 total from its Discretionary Response Fund for Reserve Management Committee (RMC) Activity Costs. In December 2019, the Robinsons Bay RMC was granted \$180 for a Neighbourhood Summer BBQ. The balance of the Activity Costs Fund is \$2,626.02.

Te Pātaka o Rākaihautū/Banks Peninsula Community Board 03 February 2020



Attachments / Ngā Tāpirihanga

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Signatories / Ngā Kaiwaitohu

Authors	Liz Carter - Community Board Advisor
	Amy Hart - Banks Peninsula Support Officer
	Linda Burkes - Support Officer
	Andrea Wild - Community Development Advisor
	Philipa Hay - Community Development Advisor
	Robin Arnold - Community Development Advisor
	Jane Harrison - Community Development Advisor
	Trisha Ventom - Community Recreation Advisor
Approved By	Joan Blatchford - Manager Community Governance, Banks Peninsula/Lyttelton
	Penelope Goldstone - Manager Community Governance, Banks Peninsula/Akaroa
	Matthew McLintock - Manager Community Governance Team
	John Filsell - Head of Community Support, Governance and Partnerships





03 941 5682

25 Winchester Street Lyttelton 8082

PO Box 73027 Christchurch 8154

ccc.govt.nz

19 December 2019

Honorable Eugenie Sage, MP Minister of Conservation Department of Conservation e.sage@ministers.govt.nz

Dear Minister Sage

The Banks Peninsula Community 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 writes this letter in its capacity as a representative of the communities around Lyttelton Harbour.

The Board received a presentation at the Public Forum of its meeting on 2 December 2019 from Genevieve Robinson, resident. Ms Robinson was concerned about the impact of the Lyttelton Port Company's (LPC) pile driving operation on Hector's dolphins in Whakaraupō / Lyttelton Harbour, and sought the Board's assistance in addressing this issue with other agencies. (The two documents Ms Robinson presented are attached for your information.)

The Board agreed to write a letter to the Minister of Conservation seeking assurance that the pile driving operation is not negatively impacting on Hector's dolphins in the inner Lyttelton Harbour. While we are aware that this operation is nearing completion, we would appreciate your comment on the matter.

Please note that the Board has provided Environment Canterbury with a copy of this letter for information. The Board also agreed to forward the information presented by Ms Robinson to LPC for comment, which we are awaiting.

If you have any questions please do not hesitate to contact me. The Board looks forward to your reply.

Yours faithfully,

Tori Peden

Chairperson, Banks Peninsula Community Board

Christchurch City Council



Marine Mammal Observation Zone



Important areas which should have been included in this zone, and why.



- Banks Peninsula is home to around 10% of the total Hector's dolphin population.
- 100 live within
 Lyttelton harbour, with approx 20 individuals here at one time.
- 20% of dolphins are visible above the water surface.



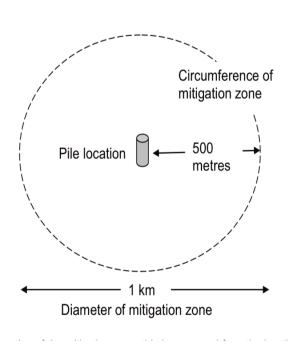
Why do we need to protect Hector's in Lyttelton?

- There are fewer than 5 industrial harbours in the world to host daily dolphin visits
- Lyttelton harbour is the only industrial harbour in the world, to host Hector's dolphins - daily
- Increased numbers, often means an increased risk. (physical injury, behavioral changes)



Concerns.....

- There is only 1 fully trained, full-time observer on-site during active piling
- 2) The observation zone (MMOZ) is not considered "best practice". A minimum of 500m from piling source is expected worldwide. (LPC's zone, is 450m).
- 3) The MMOZ does not include known "hot spots" for dolphins.
- 4) Inside port not included in "shut down" protocol during pile driving





Exclusions

- This area is not included in the "shut down" process.
- Active dolphin sightings are logged, but piling continues.
- Concerned public has sighted dolphins during piling.
- Dolphins spotted close to LPC offices during piling.

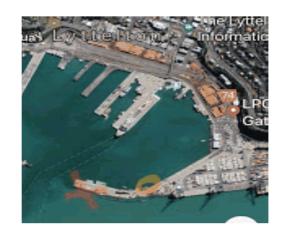


A number of dolphin sightings in this area.

Yellow circle indicates at least 2 sightings, with each sighting approx 2-3 individuals above water level.

Subjected to piling noise for up to 30 mins if trapped in this area.

Re-exposure to piling noise if exiting through port entrance.

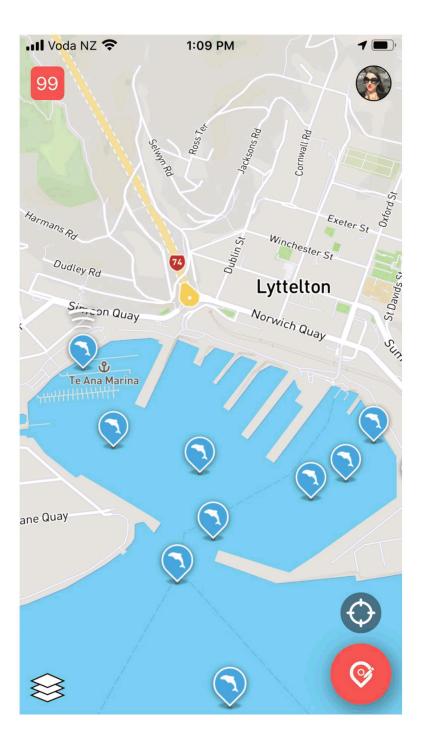




What do want to see?

- We strongly recommend that LPC extends its "shut down" zone to include inside the port entrance - ferry terminal, marina, until the end of piling. (est. Dec).
- We request a list of dolphin sightings (including during active piling) within this area - from December 2018, to December 2019).
- We request the validation of the modelling and predicted TTS zone for marine piles to ascertain underwater noise measurements of the main wharf piling.

The purpose of this, is to determine whether the TTS zone of 450m was acceptable for the louder marine piling (as per letter dated April 29, 2019 from LPC to BPCB).







03 941 5682

25 Winchester Street Lyttelton 8082

PO Box 73027 Christchurch 8154

ccc.govt.nz

27 December 2019

Andy Barbati-Ross
Zone Manager - Central
Environment Canterbury
Christchurch Office
Andy.Barbati-Ross@ecan.govt.nz

Dear Andy

The Banks Peninsula Community 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 writes this letter in its capacity as a representative of the Lyttelton community.

At its 18 November 2019 meeting, the Board was advised that some Lyttelton residents are unable to take their bicycles through the Lyttelton Tunnel on the bus because of the rule that a bus can only carry two bikes at any one time. The Board is concerned that this rule is preventing some residents from utilising an active transport mode, which in turn could impact health and climate change outcomes.

In December 2019, Christchurch City Council formally endorsed a revised Strategic Framework. One of the Council's Community Outcomes is: "A well connected and accessible city promoting active and public transport." Two of the Strategic Priorities, where the Council wants to see a change in approach or increase in focus, are:

- Enabling active and connected communities to own their future
- Meeting the challenge of climate change through every means available.

Likewise, the Board is committed to advocating for sustainable transport networks and supporting initiatives that contribute to carbon neutrality.

Could you please comment on any plans Environment Canterbury has to increase the number of bikes that a bus can carry at any one time?

If you have any questions please do not hesitate to contact me. The Board looks forward to your reply.







Yours faithfully,

Tori Peden

Chairperson, Banks Peninsula Community Board

Christchurch City Council







08 January 2020

Customer Services P. 03 353 9007 or 0800 324 636

200 Tuam Street

PO Box 345 Christchurch 8140

www.ecan.govt.nz/contact

Tori Peden

Chairperson, Banks Peninsula Community Board
Christchurch City Council

Dear Tori

Enquiry from the Banks Peninsula Community Board regarding bicycles on buses through the Lyttelton tunnel

Thanks for your letter describing the Lyttelton residents' concerns with the bus constraints to carry more than two bicycles through the Lyttelton Tunnel and their enquiry regarding the increase the number of bikes on buses in the future.

In 2018, Environment Canterbury (ECan) consulted with the Community on its Regional Public Transport Plan. Several submitters expressed concerns regarding the capacity for transporting bicycles through the Lyttelton tunnel.

Consequently, ECan responded to this issue by:

- Engaging directly with representatives from the cycling community in the Lyttelton harbour area to explore the issue further.
- Initiating a trial of new 3-bike racks on some 28 route buses.
- Following a successful trial, procuring and fitting new 3-bike racks to all vehicles operating on the 28 route.
- Designing and implementing a prototype on-bus bike rack in the wheelchair space. Unfortunately, this option resulted to be very challenging, limiting and impractical as:
 - The allocated space would only be available if a wheelchair customer were not using it;
 - The New Zealand Transport Authority (NZTA), as the road safety authority, only approved the use of this rack through the tunnel; and
 - o The trial ascertained a very low usage of this in-bus rack.
- Increasing the number of morning peak trips of the 28 route service, i.e. for the 90 minute period from 6:45 8:20 a total of 11 trips are run through the tunnel enabling the transportation of 33 bicycles (235% increase in bicycle carrying capacity).

Looking at the feedback we received from the cycling community representatives we have engaged with, and from usage analysis information, the current 3-bike racks and service increase have provided a significant improvement.

There have been requests to allow bicycles to be carried unrestrained on the bus through the tunnel only, however NZTA will not approve this for safety reasons as unrestrained bicycles pose a significant projectile hazard in an accident. Furthermore, where a bus is required to be

Our ref:

Your ref:

Contact:



evacuated inside the tunnel in an emergency (e.g. tunnel fire) unrestrained bicycles pose a hazard to safe and effective vehicle exit due to potential blockage of aisle and exit routes.

If you have further query, please do not hesitate to contact me either at <u>andy.barbatiross@ecan.govt.nz</u> or on 0272954302.

Yours sincerely

Andy Barbati-Ross Zone Manager – Central



Christchurch City Council Banks Peninsula Community Board

TO: Ministry of Transport

Email: 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

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

Pam Richardson



Christchurch City Council Banks Peninsula Community Board

TO: Civil Aviation Authority of New Zealand

Email: Dianne.Parker@caa.govt.nz

SUBMISSION ON: Peninsula Air Limited's Proposal to Construct Waterdrome in Lyttelton

Harbour

SUBMISSION BY: Banks Peninsula Community Board

ADDRESS: Lyttelton Service Centre

PO Box 73027

CHRISTCHURCH 8154

Email: amy.hart@ccc.govt.nz

DATE: 15 May 2019

The Banks Peninsula Community Board appreciates the opportunity to provide feedback to the Civil Aviation Authority of New Zealand (CAA) on Peninsula Air Limited's proposal to construct a waterdrome in Lyttelton Harbour.

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 communities around Lyttelton Harbour.

The Board appreciates that the proposed location of the waterdrome is outside any shipping or ferry lanes. We expect the location would also be outside any designated swim lanes and not impact on the safety of other recreational harbor users such as boaties, kayakers and paddle boarders.

The Board is unable to endorse the proposal without further information on the impact on the environment, marine life and the lifestyle and values of residents, including local hapu, and would find difficulty in supporting a proposal where that impact were negative. As consideration of these issues is outside the scope of CAA, we welcome the opportunity to provide further input to other agencies.

Yours sincerely,

Pam Richardson

Chairperson, Banks Peninsula Community Board

Sam Richardson





Water Aerodrome Objectionable Determination

Water Aerodrome Proposal, Peninsula Air Limited

<u>PURSUANT TO</u> Rule Part 157 of the Civil Aviation Rules I, Sean Turangarau Kere Rogers, Manager Aeronautical Services, having received from Peninsula Air Limited a Notice of Water Aerodrome Proposal, conducted an aeronautical study in consultation with such persons, representative groups and organisations as I considered appropriate.

After completing the aeronautical study, I am satisfied that the proposed action will adversely affect the safety of persons or property on the ground and may impact the safe and efficient use of airspace.

THEREFORE, I HEREBY ISSUE an

OBJECTIONABLE DETERMINATION

in respect of the Notice of Proposal. The reasons are:

Due to the confined area in which the proposed activity is located, and complex mix of recreational, cultural and sustainability activities occurring both on the water and in the immediate airspace at Lyttelton Harbour, an un-objectionable determination cannot be issued. The adverse effect of the water aerodrome on the safe and efficient use of the airspace by aircraft and the safety of persons or property on the water has been highlighted by the submissions received during public consultation on this activity. For the Director CAA to issue a Conditional Determination, it would require the Director to be satisfied that access to the water aerodrome area could be effectively controlled, or is allocated exclusively for Sea Plane operations with appropriate resource consent and measures in place to ensure that no potential conflicts between the sea plane and persons/property/objects on the ground or water are created during take-off and landing operations. Neither the proponent of the water aerodrome, nor the Civil Aviation Authority have the ability to impose such limitations or restrictions on harbour access.

The harbour terrain itself creates a narrow channel for potential water aerodrome operations. This has the potential to restrict pilot landing options, should the intended landing area be in use by people, or occupied by fixed or semi-permanent objects.

The density of activities within the proposed area on the harbour create a high risk of incident between seaplanes and other users of the harbour and associated property on the ground/water in such a confined area.

The provisions of this determination are in addition to and not in derogation of the provisions of any other Act, or any orders or regulations made thereunder





Accordingly, an objectionable Determination is submitted for consideration by Manager Aeronautical Services and issue to Peninsula Air.

Dated at Wellington this 3rd day of December 2019.

Sean Turangarau Kere Rogers Manager Aeronautical Services (DW1364554-0)



		Board
Banks Peninsula Discretionary Response Fund 2019/20		Approval
Previous BUDGET	\$22,951.00	7.6610141
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Transfer of remaining unallocated funds (to be determined) from the 2019/20		
Strengthening Communities Fund to the 2019/20 Discretionary Response Fund		
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Total BUDGET	\$41,686.00	
Youth Development Fund		
Allocations made		
Ruby Baynes	\$300.00	9/07/2019
Benjamin Baynes	\$300.00	
Ellie Stephenson	\$100.00	
Anne-Marie Beach	\$100.00	
Ruby Gilligan	\$200.00	8/10/2019
Youth Development Fund Allocated	\$1,000.00	
In Assessment		
Living Streams Community Nursery Trust - Landscaping	\$557	
In Assessment Balance	\$ 557.00	
Declined		
Des l'es Deseil Assessed		
Pending Board Approval		
Danding Board Approval Belonce	\$ -	
Pending Board Approval Balance	-	
Shape Your Place Toolkit	\$ 7,000.00	
Allocations Made	Ψ 7,000.00	
Project Lyttelton - Multi-Functional Room Design Plan - Lyttelton Recreation Centre		
Activation Project	\$ 5,780.00	18/11/2019
Shape Your Place Toolkit Allocated	\$ 5,780.00	10/11/2019
Shape Tour Flace Toolkii Allocated	Ψ 3,700.00	
Discretionary Response Fund		
Allocations made		
Board Project: Summer with your Neighbours	\$3,000.00	5/08/2019
Board Project: ANZAC Day Services	\$2,000.00	
The Akaroa Gallery Inc - The Kelliher Art Trust Touring Exhibition		19/08/2019
Royal New Zealand Plunket Trust - Lyttel Tumblers Programme		18/11/2019
Diamond Harbour Bridge Club - Dealer 4 Card Shuffler Machine		18/11/2019
Diamond Harbour School - Swimming Pool Holiday Hours	\$1,550.00	
Christchurch City Council - Norman Kirk Memorial Pool Lifeguards	\$4,200.00	
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Discretionary Response Fund Allocated	\$14,390.00	
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TOTAL: Discretionary Response Fund Unallocated	\$20,516.00	
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13. 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.