

**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 6 July 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
	Scott Winter

30 June 2020

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

Penelope Goldstone
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Ōtautahi-Christchurch is a city of opportunity for all

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

Principles

Being open, transparent and democratically accountable	Promoting equity, valuing diversity and fostering inclusion	Taking an inter-generational approach to sustainable development, prioritising the social, economic and cultural wellbeing of people and communities and the quality of the environment, now and into the future	Building on the relationship with Te Rūnanga o Ngāi Tahu and the Te Hononga-Council Papatipu Rūnanga partnership, reflecting mutual understanding and respect	Ensuring the diversity and interests of our communities across the city and the district are reflected in decision-making	Actively collaborating and co-operating with other local, regional and national organisations
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Community Outcomes

Resilient communities Strong sense of community Active participation in civic life Safe and healthy communities Celebration of our identity through arts, culture, heritage, sport and recreation Valuing the voices of all cultures and ages (including children)	Liveable city Vibrant and thriving city centre Sustainable suburban and rural centres A well connected and accessible city promoting active and public transport Sufficient supply of, and access to, a range of housing 21st century garden city we are proud to live in	Healthy environment Healthy water bodies High quality drinking water Unique landscapes and indigenous biodiversity are valued and stewardship exercised Sustainable use of resources and minimising waste	Prosperous economy Great place for people, business and investment An inclusive, equitable economy with broad-based prosperity for all A productive, adaptive and resilient economic base Modern and robust city infrastructure and community facilities
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Strategic Priorities

Enabling active and connected communities to own their future	Meeting the challenge of climate change through every means available	Ensuring a high quality drinking water supply that is safe and sustainable	Accelerating the momentum the city needs	Ensuring rates are affordable and sustainable
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Ensuring we get core business done while delivering on our Strategic Priorities and achieving our Community Outcomes

Engagement with the community and partners	Strategies, Plans and Partnerships	Long Term Plan and Annual Plan	Our service delivery approach	Monitoring and reporting on our progress
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Part A	Matters Requiring a Council Decision
Part B	Reports for Information
Part C	Decisions Under Delegation

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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, 22 June 2020](#) 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 Whakaraupō Carving Centre

Representatives from the Whakaraupō Carving Centre presented to the Community Board in 2016 on the proposed Pou Project within Whakaraupō/Lyttelton Harbour. The Centre wishes to present to the Board again on progress to date and future aspirations for the next ten years.

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 22 June 2020
Time: 10.05am
Venue: Little River Boardroom
4238 Christchurch-Akaroa Road, Little River

Present

Chairperson
Deputy Chairperson
Members

Tori Peden
Tyrone Fields
Reuben Davidson
Nigel Harrison
Howard Needham
Jamie Stewart
Andrew Turner
Scott Winter

22 June 2020

Joan Blatchford
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Part A Matters Requiring a Council Decision

Part B Reports for Information

Part C Decisions Under Delegation

Karakia Timatanga: Tyrone Fields

The agenda was dealt with in the following order.

1. Apologies / Ngā Whakapāha

Part C

Community Board Resolved BKCB/2020/00055

That the apology received from Andrew Turner for lateness be accepted.

Tyrone Fields/Reuben Davidson

Carried

2. Declarations of Interest / Ngā Whakapuaki Aronga

Part B

Jamie Stewart declared an interest in Item Number 8, Rue Croix – Proposed No Stopping Restriction.

Andrew Turner arrived at the meeting at 10.06am

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

Part C

Community Board Resolved BKCB/2020/00056

That the minutes of the Te Pātaka o Rākaihautū/Banks Peninsula Community Board meeting held on Monday, 8 June 2020 be confirmed.

Jamie Stewart/Tyrone Fields

Carried

4. Public Forum / Te Huinga Whānui

Part B

4.1 Little River Wairewa Community Trust - Annual Plan Submission

Vanessa Mitchell, Chairperson of the Little River Wairewa Community Trust and Chairperson of the Little River Playground Working Group, spoke to the Board in support of retaining Council funding for the Little River Playground within the 2020/21 financial year. Vanessa will also be making her submission to the Council's upcoming Annual Plan process.

Part B

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

1. Thanks Vanessa Mitchell for her deputation.

Attachments

- A Banks Peninsula Community Board 22 June 2020 Public Forum Vanessa Mitchell Little River
Playground Submission

5. Deputations by Appointment / Ngā Huinga Whakaritenga

Part B

There were no deputations by appointment.

6. Presentation of Petitions / Ngā Pākikitanga

Part B

There was no presentation of petitions.

7. Reserve Management Committee Meeting Minutes

Community Board Resolved BKCB/2020/00057

Officer recommendations accepted without change.

Part B

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committees:
 - Okains Bay Reserve Management Committee Meeting - 4 February 2020

Andrew Turner/Jamie Stewart

Carried

8. Rue Croix- Proposed No Stopping Restriction

Community Board Resolved BKCB/2020/00058

Officer Recommendations accepted without change.

Part C

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

1. Approve that the stopping of vehicles be prohibited at any time on the north eastern side of Rue Croix, commencing at a point 5 metres south east of its intersection with Rue Jolie and extending in a south easterly direction for a distance of 5 metres, as shown on plan TG135580 Issue 1, 11/5/2020 (**Attachment A**).
2. Revoke any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in this report.
3. Approve that these resolutions take effect when parking signage and/or road marking that evidence the restrictions described in the staff report are in place (or removed in the case of revocations).

Nigel Harrison/Tyrone Fields

Carried

Jamie Stewart declared an interest in the Rue Croix – Proposed No Stopping Restrictions report and took no part in the Board's discussion or voting on this item.

9. Bayview Place at Cass Bay Reserve- Proposed Mobility Park and No Stopping Restriction

Officer Recommendations / Ngā Tūtohu

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

1. Approve, pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017;
 - a. That the stopping of vehicles be prohibited at any time on the western side of Bayview Place commencing at a point 6 metres south of its southern intersection with Harbour View Terrace, and extending in a southerly direction for a distance of 6 metres, as shown on Plan TG132087, Issue 1 Dated 07/04/2020.
 - b. That the western side of Bayview Place commencing at a point 12 metres south of its southern intersection with Harbour View Terrace, and extending in a southerly direction for a distance of 4.5 metres, is reserved as a parking space for any vehicles, subject to the following restriction: 90 degree angle parking, and be reserved for vehicles with an approved mobility person's parking permit, prominently displayed in the vehicle, in accordance with section 6.4.1 of the Land Transport- Road User Rule 2004, as shown on Plan TG132087, Issue 1 Dated 07/04/2020.
2. Revoke any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in this report.
3. Approve that these resolutions take effect when parking signage and/or road marking that evidence the restrictions described in the staff report are in place (or removed in the case of revocations).

Community Board Resolved BKCB/2020/00059

Part C

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

1. Approve, pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017;
 - a. That the stopping of vehicles be prohibited at any time on the western side of Bayview Place commencing at a point 6 metres south of its southern intersection with Harbour View Terrace, and extending in a southerly direction for a distance of 6 metres, as shown on Plan TG132087, Issue 1 Dated 07/04/2020.
 - b. That the western side of Bayview Place commencing at a point 12 metres south of its southern intersection with Harbour View Terrace, and extending in a southerly direction for a distance of 4.5 metres, is reserved as a parking space for any vehicles, subject to the following restriction: 90 degree angle parking, and be reserved for vehicles with an approved mobility person's parking permit, prominently displayed in the vehicle, in accordance with section 6.4.1 of the Land

Transport- Road User Rule 2004, as shown on Plan TG132087, Issue 1 Dated 07/04/2020.

2. Revoke any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in this report.
3. Approve that these resolutions take effect when parking signage and/or road marking that evidence the restrictions described in the staff report are in place (or removed in the case of revocations).
4. **Request staff to investigate formalising the angle parking on Bayview Place opposite the Cass Bay Reserve.**

Tyrone Fields/Scott Winter

Carried

10. Three Waters Infrastructure Banks Peninsula

Officer Recommendations / Ngā Tūtohu

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

1. Receive this information

Community Board Resolved BKCB/2020/00060

Part C

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

1. Receive this information
2. Notes the information in the report, especially the poor condition of the stormwater system on Banks Peninsula, and refers it to future discussions on its Long Term Plan Submission.
3. Request information from staff on the 3 Waters renewals programme in the draft Long Term Plan 2021/2031 .

Scott Winter/Tori Peden

Carried

11. 2019-20 Banks Peninsula Discretionary Response Fund - Board Projects - Summer With Youth Neighbours, Community Service Awards, Lyttelton Rowing Club Building, Little River Railway Station Trust

Officer Recommendations / Ngā Tūtohu

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

1. Approves a grant of \$3,000 from its 2019-20 Discretionary Response Fund towards the Summer with your Neighbours Project 2020-21
2. Approves a grant of \$3,000 from its 2019-20 Discretionary Response Fund towards the Banks Peninsula Community Service Awards 2021

3. Approves a grant of \$2,000 from its 2019-20 Discretionary Response Fund to the Lyttelton Boat Safety Association for the Historic Lyttelton Rowing Club Building Restoration towards the purchase of materials.
4. Approves a grant of \$1,400 from its 2019-20 Discretionary Response Fund to the Little River Railway Station Trust towards repairs and painting of the Little River Railway Station telephone box.

Community Board Resolved BKCB/2020/00061

Part C

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

1. Approves a grant of \$3,000 from its 2019-20 Discretionary Response Fund towards the Summer with your Neighbours Project 2020-21

Andrew Turner/Tori Peden

Carried

Community Board Resolved BKCB/2020/00062

2. Approves a grant of \$2,995 from its 2019-20 Discretionary Response Fund towards the Banks Peninsula Community Service Awards 2021, with the final format and budget for those awards to be developed and approved by the Board.

Andrew Turner/Tori Peden

Carried

Howard Needham asked that his vote against this resolution be recorded.

Community Board Resolved BKCB/2020/00063

3. Approves a grant of \$2,000 from its 2019-20 Discretionary Response Fund to the Lyttelton Boat Safety Association for the Historic Lyttelton Rowing Club Building Restoration towards the purchase of materials.

Andrew Turner/Tori Peden

Carried

Community Board Resolved BKCB/2020/00064

4. Approves a grant of up to \$1,400 from its 2019-20 Discretionary Response Fund to the Little River Railway Station Trust towards repairs and painting of the Little River Railway Station telephone box, subject to obtaining another quotation for the work.

Andrew Turner/Tori Peden

Carried

12. Elected Members' Information Exchange

Part B

Board Members exchanged items of information and interest:

- Annual Plan Submission - excellent feedback on the format of the Board's submission.

- Okains Bay Store - options for future use.
- Okains Bay Museum – staffing and reopening.
- Lyttelton Recreation Centre partnership – establishment of Trust.
- Port Liaison Committee meeting.
- Speed Limit Review – Lyttelton.
- Coastal Hazard Adaptation Planning – involvement of local school children.
- Tree felling on the Head to Head Walkway between Allandale and Governors Bay. Staff advised that three local organisations consulted were in favour of this project.
- Lyttelton Reserve Management Committee meeting. Work with this Committee ongoing.
- Police presence in Lyttelton.
- Akaroa Wastewater Project – soon to go to consultation.
- Akaroa Fire Bell Tower and Britomart Cannon – restoration. Board member advised to request information through the Council Customer Service Request system.
- BP Meats Site, Akaroa – future. Request for information already with staff.
- Community Board Newsletter – reminder to cyclists to wear Hi-Viz apparel for winter visibility.
- Governors Bay Road repairs. Memo previously circulated to Board members.
- Duvauchelle Reserve Management Committee meeting.
- Akaroa District Promotions meeting.
- Wi-Fi Bins in Akaroa – data usage and opening website. Board member advised to request information through the Council Customer Service Request system.
- Rubbish Bins in Akaroa - servicing was inadequate on Queens Birthday Weekend. Board member advised to request information through the Council Customer Service Request system on regularity of emptying.
- Freedom Camping – monitoring.
- Community Board Newsletter – positive feedback on information on Board meeting being reported so promptly.
- Annual Plan Submission – staff acknowledged for producing a quality submission from the Board in such a short timeframe.
- Rural Connectivity - 4G cellphone towers being installed could potentially be used for new technology as an alternative to fibre.

Karakia Whakamutunga: Tyrone Fields

Meeting concluded at 12.11pm

CONFIRMED THIS 6th DAY OF JULY 2020

TORI PEDEN
CHAIRPERSON

Unconfirmed

Item 3 - Minutes of Previous Meeting 22/06/2020

7. Reserve Management Committee Meeting Minutes

Reference / Te Tohutoro: 20/732040

Report of / Te Pou
Matua:

Liz Carter, Community Board Advisor, Liz.Carter@ccc.govt.nz

General Manager /
Pouwhakarae:

Mary Richardson, GM Citizens & Community,
Mary.Richardson@ccc.govt.nz

1. Purpose of Report / Te Pūtake Pūrongo

Minutes have been received from the following Reserve Management Committees:

Name	Subject
Diamond Harbour Reserve Management Committee	3 March 2020
Lyttelton Reserves Management Committee	8 June 2020

2. Officer Recommendations / Ngā Tūtohu

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committees:
 - Diamond Harbour Reserve Management Committee Meeting – 3 March 2020
 - Lyttelton Reserves Management Committee – 8 June 2020

Attachments

No.	Title	Page
A ↓	Diamond Harbour Reserve Management Committee Minutes 3 March 2020	14
B ↓	Lyttelton Reserves Management Committee Minutes 8 June 2020	17

MEETING 3 March 2020-03-10 Green Room
Diamond Harbour Hall

Attendance: Graeme Fraser-Chair, Felix Dawson-Secretary
Committee: Thomas Kulpe; Richard Suggate; Phil Swallow; Robert Golding; Dave Hammond; Paul Pritchard
Apology Fliss Forbes

	Agenda Item	Issue	Resolution	Action
1	James Drive path	Location of proposed track as per plan attached Discussion on surface: agreed preferred surface asphalt to match the park Teddington chip an option if asphalt too costly	To request support for funding and proposed location from Community board and/or Regional Parks/Urban Parks	Chair and Secretary to discuss with Regional Parks/Urban Parks
2	Sams Gully Plantings	Graeme outlined proposal to top up existing plantings on east and west side. Also proposed new planting in lower end of gully between existing school track and road Estimated 900 plants required	To request 900 plants from Council	Chair to liaise with Regional Park) for supply of plants
3	Morgans Gully	Over run of banana passion fruit in lower Morgans Gully. Tracks have been cut for access Need to spray some areas where limited native plant undergrowth Funding required to engage contractor It was noted that there are other areas on cliff track also affected by banana passion fruit- that Morgans Gully would be first priority and provide a model to	Authorise Chair and Secretary to discuss with Regional Parks for funding and/or engage contractor	Chair and Secretary to discuss with Regional Parks
4	Feedback on Community Board Plan	It was noted that the new format for the plan is to identify nine key priorities for the Community Board term. That specifics in regards to reserves were limited General discussion on need to include DHRMC priorities in Board Plan: 1. Continued regeneration of upper Sams and Morgans Gullies	Authorise Chair and Secretary to make a submission on behalf of the Committee	Chair and Secretary to action

		<ul style="list-style-type: none"> 2. Continued development of cliff track including eradication of weeds 3. Encourage community to be more involved in the work of the RMC including encouraging involvement at the school 4. Removal of bone seed on Stoddard Point 		
5	Gullies Covenant	Graeme advised that an amended draft of the covenant had been received from Council staff. Felix advised that staff had advised that initial indications that covenant could be completed with un-surveyed plan not correct and legal advice is that proximity to residences means that survey plan required at cost of \$10,000. That no Council budget for cost. Felix further advised that Whaka Ora 'Healthy Harbour' had indicated that funding available and that this purpose might meet criteria.	<p>That Chair and Secretary be delegated authority to</p> <ul style="list-style-type: none"> 1. Complete negotiation of covenant terms following feedback from Thomas, Richard and Tom 2. Make a funding application to Whaka Ora for cost of survey 	Chair to circulate covenant. Secretary to prepare application for funding.
6	Godley House Site	The Committee was advised by Richard that Community Board chair and Board member Scott Winter had advised the Community Association that the Community Board had resolved to ask staff to make a request to DOC to remove the reserve classification for around 1500sqm on the old Dark star site of Stoddard Point Reserve.	To support the resolution of the Board in principle but recommend that it be regarded as only a first step in planning for the site. That consideration should be given to further reserve classification options for other parts of the site to more fully reflect the aspirations of the community as expressed in the community consultation of 2019 and plan drafted in 2018.	Chair and secretary to discuss with local landscape architects possibility of preparing spatial plan for the site.
7	Health and Safety	Jim advised that he had been on a useful H/S course- had notes available. Tom advised that in 2019 he assisted Nick Singleton to develop a volunteer H/S Plan. Currently revising plan.	X	Graeme to liaise with Tom re plan.
8	Stoddard Point	Jim requested that bone seed removal on Stoddard Point be included in list of priorities.		

9	General Items	Graeme advised of need to purchase potting mix for nursery	Resolved that Graeme have authority to purchase potting mix as required	Graeme to action

Draft Minutes of Meeting

Minutes of the ordinary meeting of the Lyttelton Reserves Management Committee held in the Lyttelton Community Board Room, 25 Canterbury Street, on Monday 8th of June 2020 commencing at 7.02 pm.

1 Present: Brian Downey (Chair), Sarah Amazinnia, Brian Brookes, Jacob Chick, Wendy Everingham (Deputy Chair), Flora McGregor, Omar Seychell, Sue Stevens (Treasurer), Gerard Timings (Secretary).

2 In attendance Reuben Davidson (Community Board Liaison), Joan Blatchford (Governance Team), Paul Devlin (Port Hills Rangers),

3 Members of the Public John Everingham, Joshua Merriam.

4. Apologies: Aurora Smith, Andrew Metaxas.

4.1 RESOLVED that the apologies be accepted.

MOVED Sue Stevens **SECONDED** Brian Brookes **CARRIED**

5 Audio recording of meeting

5.1 RESOLVED that this meeting be recorded for the purpose of minute taking only.

MOVED Wendy Everingham **SECONDED** Sue Stevens **CARRIED**

6 Conflict of Interest Declaration - None declared.

7 Confirmation of Minutes of meeting held on Monday February 10th

7.1 RESOLVED that the draft minutes of February 10th 2020 be confirmed as a true and correct record.

MOVED Flora McGregor **SECONDED** Brian Brookes **CARRIED**

7.2 RESOLVED that the Committee has full confidence in our Secretary's minute-taking.

MOVED Wendy Everingham **SECONDED** Brian Brookes **CARRIED**

7.3 Secretary Gerard Timings notified Council staff that they have the wrong email address for him.

8 Correspondence - 2020 04 20

8.1 Letter from Banks Peninsula Community Board - Tori Peden

8.2 Banks Peninsula Community Board Meeting - 8 June 2020 - Linda Burkes.

8.3 Request to present at meeting on 8 June 2020 – Joshua Merriam LMBC.

8.4 2020-21 Draft Annual Plan – CCC Planning.

8.5 Letter to community groups - parks volunteering under Level 2.

8.6 Lease of naval buildings on Steadfast Reserve - Andrew Scott Te Hapū o Ngāti Wheke.

8.7 RMC Meetings - Amy Hart.

8.8 Level 2 update - Paul Devlin.

8.9 Board's Submission on Annual Plan – Amy Hart.

8.10 Canterbury Volunteers NZ CWS - Hamish Fairbairn.

Offer noted. We have previously supervised and used their volunteers for weed work.

8.11 2020-21 Draft Annual Plan - Dawn Baxendale.

In light of Covid 19 there will be a further submission period June 13th -29th. The Lyttelton Reserves Management Committee are able to update our original submission.

8.12 18 Gilmore Tce - Nick Singleton.

This resident request for fire risk maintenance in January was not forwarded to the Committee until May. There has been no action on this as the fire season is over.

8.13 Wicked Rogaines - Further Information Urumau – Nora Audra

This event is small scale and has been run on Urumau Reserve previously with little impact. If the Port Hills Rangers have no other issues we would respond positively. It must be stated clearly where the competitors are not to go off the track.

8.14 Proposed event celebrating the Port Hills - Jeremy Marks SHORTCIRCUIT

This event will have a heavy impact on other members of the public using the Stan Helms Track. The downhill run of such a large number of competitive athletes will significantly impede the general public who may be wishing to walk up the track. It has been noted that the Rangers have expressed concerns about this event. We will forward our concerns to the Events team and the Port Hills Rangers.

8.15 Recent vandalism of MTB tracks in Urumau Reserve. - Nick Singleton

It was noted that trees 300 mm diameter had been cut with a chainsaw to clear a track in the geo tech exclusion area. Gum trees had been cut with a chainsaw on the edge of the 4WD track for firewood. The rangers requested that they be notified of any unauthorised activity.

8.16 level 3 - Paul Devlin.

8.17 RMC update - Paul Devlin.

8.18. CCC staff to Garden of Tane RMC - CANCELLED All RMC Meetings - Amy Hart

- 8.19 Garden of Tane RMC response CANCELLED - All Reserve Management Committee Meetings - Suky Thompson.
8.20 Predator Free Newsletter April 23rd
8.21 CANCELLED - All Reserve Management Committee Meetings - Amy Hart.
8.22.CCC Spark Hazard Advisory and FENZ Update: Rakaia to Conway Rural Fire Situation – Rodney Chambers.
8.23 Week Beginning Monday 23. March 2020 - Rodney Chambers.
8.24 Agenda - Banks Peninsula Community Board meeting - 16 March 2020 - Linda Burkes.
8.25 CCC Spark Hazard Advisory and FENZ Rural Fire Situation Update - Rodney Chambers.
8.26 CCC Spark Hazard Advisory Monday 9 March 2020 - Rodney Chambers.
8.27 Annual Plan Consultation Open - Amy Hart.
8.28 Welcome to our February newsletter – infrastructurenews.
8.29 Banks Peninsula Community Board Meeting 2 March 2020 - Agenda - Linda Burkes.
8.30 Consultation open - Council's Draft Annual Plan 2020-21 - Katy McRae.
8.31 CCC Spark Hazard Advisory: 17th to 24th Feb 2020 - Rodney Chambers.
8.32 Lyttelton Mountain Bike Club – letter summarising a meeting “Building Brigdes” - BD to LMBC
8.33 Banks Peninsula Community Board Meeting 17 February 2020 - Linda Burkes.

8.34 Several committee members requested that the correspondence be circulated to the committee as soon as it arrives and logged in a google spreadsheet. It is every members responsibility to read the correspondence prior to a meeting.

8.35 **RESOLVED** that the correspondence be accepted.

MOVED Omar Seychell **SECONDED** Jacob Chick **CARRIED**

9 Treasurer's report 10 February 2020

Balances as at 31 May 2020:

Everyday account	\$1,620.78
Term deposit Maturity 10 th Nov	\$4,794.96

9.1 **RESOLVED** that the financial report for the period ending May 31st 2020 be adopted.

MOVED Sue Stevens **SECONDED** Omar Seychell **CARRIED**

10 Community Board Report - Reuben Davidson (Community Board Liaison)

10.1 Reuben spoke to the Community Board Letter, outlining the Board's concerns about the Committee's relationships with the Lyttelton Mountain Bike Club and with the Council staff.

A number of committee members were concerned that this letter was very unreasonable in its immediate demands and being very unfair on a new committee members who were just finding their feet when they were closed down for 3 months due to Covid 19 pandemic.

It was mentioned that the Committee are the local experts and have the authority from Council and the Community Board through the "Terms of Reference" to manage the governance and daily operation of Urumau and Whaka Raupo reserves with a 'hands off' approach from Council, and the staff.

There were some factual errors highlighted in the letter. For example the Diagonal track had never been approved by the Committee or the Community Board. Reuben was asked to get clarification.

There were concerns that a minority interest group was having undue influence.

There were requests to leave "past baggage" behind and move forward positively with all users of the reserves.

10.2 A member of the public who had interjected at this part of the meeting was cautioned by the Chair. That person withdrew the outburst and apologised and caused no further disturbance at the meeting.

11 Head Ranger's Report - Paul Devlin (Port Hills Rangers)

Geo Tech has completed it's rockfall assessments in the closed-off area in Urumau. The official opening of the area will be formalised shortly.

Paul offered to provide tools and supplies listed in the Committee's Annual Plan Application. The offer would have to be taken up by the end June.

He reported that maintenance on the 4wd and drainage bench had been completed.

ECAN has changed it's requirements for the weed control of boneseed in Urumau and Whaka Raupo Reserves. They are available to discuss the new regime with the Committee. Paul can put us in touch with them if we would like an update.

12 General Business

12.1 Annual Plan – Wendy Everingham

Our first Annual Plan Application to Council was presented to the Community Board for support on March 2nd. Due to COVID-19 we were given the option to amend the original application.

It was noted that the Community Board supported a Banks Peninsula Management Plan rather than a Whaka Raupo or a Urumau Reserve Management Plan as required by the Reserves Act 1977.

There is now the opportunity to update our application following further Committee discussion.

12.2 Covid 19 – Wendy Everingham

Our basic health and safety documentation has been upgraded to incorporate COVID-19 best practice. We will continue to work in small teams.

12.3 Planting – Wendy Everingham

Report tabled as read. See **Appendix 1**.

The Committee thanked Helen Greenfield for all her work, organising many community members in the collection of seed, the propagation and the potting-up of all our planting requirements.

12.4 Animal Pests and Weeds – Wendy Everingham

Report tabled as read. See **Appendix 2**.

12.5 Tracks - Brian Downey

User Survey and tracks report tabled as read. See **Appendix 3**

At this stage, the Track group is not recommending taking up Council staffs' offer to provide tools and materials as suggested before June 30. The Track work programme is 6 months behind. The Zig-Zag Track (Foster Tce. entrance to the Drainage Bench Track) has been identified as the highest priority for maintenance and upgrade.

12.6 Communications

Report tabled as read. See **Appendix 4**.

Communications expanding via social media

12.7 Cultural Implications – Flora McGregor

Report tabled as read. See **Appendix 5**.

13 Other Business

13.1 There will be a further workshop to address the contents of the Community Board letter and will be held on Monday June 29th 7pm at the Community Boardroom.

13.2 Another member of the public who had interjected at the meeting several times and had been warned, was ordered by the Chair to leave the meeting. That person complied without further disturbance.

14 Next Meeting Date on Monday 10th August 2020 at 7pm.

15 CLOSE: Meeting closed at 9.09pm

Chair

Date

5

Appendix 1

Planting Team Update June 2020

Amazingly so much has happened for the planting effort during the lockdown and intermediate stages since our last update in February. We are on track for the upcoming planting season.

Seed Collecting

The seed collecting team was able to visit remnant forest on three separate occasions prior to lockdown. Whilst planned visits for late March, April and early May did not eventuate we were fortunate to collect most of the species that we were searching for. Luckily team member Sue Stevens is fortunate to have some remnant seed stocks on her property and she was able to supply us with a few species that we were missing from our planting card.

On the last weekend in May the team got another opportunity to collect seed.

The season for seed collecting is now over and we have been able to source all the material we need.

Seed Cleaning/Sowing

Prior to the lockdown, Helen Greenfield cleaned many of the seeds and was able to distribute many to various community members who have been sowing them for us. Similarly, Helen left me with many seeds during lockdown that I cleaned and have sown.

Potting Up

Prior to lockdown Omar was able to drop off many seedlings to my home that he'd germinated and needed to be potted to PB3. Between Helen and myself we potted up a further 134 PB3 sized plants during lockdown. Since the lockdown finished myself, Aurora and Helen have added a further 104 PB3's to the nursery stocks. Plants in stock total 856. These are nearly all PB3's with some bigger PB6's.

Nursery's

Helen Greenfield has managed the Community Garden nursery during the entire period. She's watered and done all site maintenance.

Brian looked after the Cass Bay site and after lockdown Brian and I did a tidy up.

Watering

Unfortunately, with such dry conditions the watering had to be maintained. Due to all the Covid 19 restrictions and me being in Australia for two weeks early March this meant Brian has been solely responsible for this activity. He has watered in total for 23.5 hours! In level two Brian Brookes got some hands-on experience learning how to do this. Brian Downey continued to support the programme with extensive water modelling. Seems like good rains are not on the horizon so watering might have to continue for some time!

Planting Grid

Brian Downey has pegged out the new planting site.

Ledges

Normally we would not dig ledges prior to the community planting but with Covid 19 distancing and group sizes limited we are being proactive and digging ledges now. This serves two purposes. With little rain, ledges dug and mulched early will deliver more moisture to the site and it means we can work safely without too many people up there and quite independently from each other. The two Brian's have now commenced the ledges.

Site Preparation – Weed Removal

Removal of weeds needs to occur before planting. We have a huge site of Old Mans Beard within the planting area. During the lockdown I slowly chipped away at it. It's now almost all removed. Brian Downey cleared the site of small patches of fennel. There are still two significant patches of Old Mans Beard close to the planting area. Helen Greenfield has started to remove one. The remainder can be removed over the coming weeks.

Planting Method

With Covid 19 I have been re-thinking the planting methodology. I think it's best to continue to work in small teams. I don't think we'll have our big community shout out days, rather a series of small plantings with community that we tap on the shoulder. This enables safe use of equipment and social distancing. With so little rain planting is going to be deferred to August at the earliest.

New Helpers

After the lockdown finished two community members approached me to help. Both are keen to sow seeds and the other will help with potting up and other general tasks.

Community Emphasis

It's worth noting that our entire team comes from our committee and wider Lyttelton community. The beauty of this programme is the community can be involved in all aspects of the programme from the management to the day to day tasks. Similarly, you can be involved with the entire cycle of what's involved to create a forest or just dip your toe in and do a bite sized task that is manageable. As a community we have the skills to do the entire programme and we have the buy in of locals to ensure success. Whilst our process is more labour intensive than a commercial model I think the outcomes speak for themselves.

Wendy Everingham

LRMC Planting Team June 1st 2020

Appendix 2

Discussion Paper – Weed Team

What is our vision for Urumau ????

We will focus on high quality manageable weed removal that is site specific to enhance our planting areas.

Our second priority will be our boundaries with neighbouring properties. Our focus is planting to create fire breaks as well as control weeds.

What is our vision for Whaka Raupo?

We will focus on high quality manageable weed removal along our boundaries. This might be achieved by planting green zones that can also act as fire breaks.

What drives our weed removal?

First and foremost, it's protection of the new forest that we are trying to grow, Then it is having enough resources to complete the job. We do not want to commit to work if we can't complete or follow up on the job.

Since work began on Urumau so much weed work has gone to waste. The earthquakes put an end to the monitoring of Old Mans Beard. It has gotten away from the Committee again and will take considerable resources to return to the post earthquake position.

What weeds are we dealing with?

Serious weeds have been identified in the reserves by previous committees. In fact in 2008 a weed report was commissioned and this report gave the that committee a plan to move forward with.

The weeds identified for highest attention on are:

Clematis vitalba Old Mans Beard
Acer pseudoplatamus Sycamore
Chrysanthemoides monilifera Boneseed
Euonymus europaeus Spindleberry
Crataegus monogyna Hawthorn
Lyceum ferocissimum Boxthorn
Rubus fruticosus agg, Blackberry

The secondary weeds are:

Hedera helix Ivy
Pittosporum ralphi Karo
Centranthus ruber Spur valerian
Sambucus nigra Elderberry
Ilex aquifolium Holly
Cotoneaster
Fennel

Why do we target these species?

These species are targeted because they inhibit the growth of our native plants, could impact our neighbours and spread further afield. They are the highest impact ones.

What is our commitment? Long or short term?

Weed work is a long term commitment. Into the future we need to ensure that the work undertaken is carried forward. We don't want to see work completed wasted. To this end from now on we will leave a better record about our weed progress so that when the committee changes we have a clear record of progress to hand over.

ACTION Create a recording system.

What is achievable 2020 2021 2022?

Continuation of weed work prior to planting targeting Old Mans Beard, Sycamore and Fennel.

Follow up weed work from the planting areas 2015,16,17,18,19,20.

Blackberry removal from the LPC boundary.

Fennel removal and follow up from Reserve Terrace entranceway.

Old Mans Beard follow up Reserve Terrace Entrance

Blackberry removal from the entrance to Whakaraupo

ACTION Create regular work days to achieve above.

Rogue Work

We know that Boneseed is being removed around the pine area and the LPC boarder. We need to organise planned work around that. For example ensuring stumps get pasted, records are kept of where trees are removed etc.

ACTION Follow up with this person.

Supplimented with:

Good records of where the weeds are located for future follow up.

A follow up register – when do you need to re-visit site to check progress

How do we Work?

Ideally in small teams. That way we can learn off each other. Best to work for a two hour block.

We work to our agreed plan. If the crew want to work alone they need to be well briefed and feed information back into the overall scheme of things.

Committee members will formulate the direction with one person taking on the coordination role.

To poison or dig out or both?

Depending on the weed and its size will answer this question.

Often **small sycamore or boneseed** plants can be pulled out by hand and left to dry in a tree. No further action required.

For larger trees you can saw at the base and poison with glyphosate paste.

For **Old Mans Beard** it is very difficult to dig the entire plant out. Cut all canes and foliage off and dig the nodules as best as you can. Any bits that remain in the ground after cutting require pasting.

Often with **fennel** you can dig the entire plant out. If you don't want to dig it all out you can cut it right down and paste with glyphosate.

Whatever weeds you take out ensure you cover the holes with soil and then cover with mulch. Any open ground is ripe for more weed infestations.

Weed Disposal Urumau:

Sycamore trees can be left on site to decompose.

Blackberry needs to be carefully placed in tarpaulins and transferred to 21 Foster Terrace where it can be disposed of in CCC waste bins.

Old Mans Beard needs to be carefully placed in tarpaulins and transferred to 21 Foster Terrace where it can be disposed of in CCC waste bins. When it has entered the canopy of trees it can be trimmed at ground level and allowed to die in the tree.

Boneseed can be left on site to compost. Ensure there are no seeds before doing this

Fennel can be left on site but in piles where it can't grown down into the site again.

Weed Disposal Whaka Raupo

If branches cannot be left on site they need to be taken home for disposal in your green bin.

Things to be aware of so that weeds don't spread further:

Don't pull Old Mans Beard out of trees when in flower as you will spread the seeds far and wide.

Try to dig the entire Old Mans Beard plant from the ground. Any small pieces left can re-grow.

Don't place live plant material on the ground as it can re-grow.

Don't dig out Boneseed with in flower as the seeds will be dispersed.

Always cover open ground with mulch. An open site

Health and Safety

Prior to new people working on site they need to be aware of our Health and Safety requirements.

All weed work needs gloves. Small tools can be supplied. All poison will be supplied.

Everyone must sign in. Site hazards must be identified. Sturdy shoes are required.

ACTION Develop a more comprehensive Health and Safety Plan.

Weed Education

Feed the Comms team stories

Where do the weeds come from?

Neighbourhood Risks – dumpers people who plant invasive species - gardens that generate weeds for the reserve

Success Requires CAREFUL PLANNING, ENDURANCE, COORDINATION AND VISION

Appendix 3

Lyttelton Reserve Management Committee Tracks Team Meeting Saturday June 6th 2020

Present: Brian Downey, Brian Brookes, Flo McGregor, Wendy Everingham

Survey Results - Urumau Reserve

Brian and Wendy undertook 88 hours of observational surveying of track users during levels 2,3,4 of Covid 19 restrictions.

Until this stage we only had anecdotal evidence of track usage. The surveys showed:

- Walking is the most significant activity on the reserve
- Dog walking is hugely popular
- Only a small select group of mountain bikers are using the tracks
- Many new local people visited the reserve during level 4 lockdown

The survey work highlighted the bottleneck where users from Reserve Terrace and Foster Terrace meet to proceed upwards to the bench track. See attachment. Planning implications:

Zig-Zag Track needs to be widened to accommodate the needs of all users. It needs to be a proper shared use track.

Maintenance arrangements

- Whaka Raupo Reserve – We have no idea of the current maintenance regime on the Stan Helms Track. We need to find out what the Council staff's schedules are for this.
- All work carried on any track in Urumau Reserve and Whaka Raupo Reserve must be supervised by a Committee member.
- Urumau Reserve Drainage track and 4-WD track. The tracks will be maintained by the Port Hills Rangers in line with the Committee's established specifications.
- Urumau Reserve Terrace Track and Zig-Zag Track to be maintained by the Committee's Track Group to the established specifications.

Short term Track Priorities

- Urumau Reserve Zig-Zag track needs upgrading to a proper shared-use track. Work to begin in Spring.
- Whaka Raupo entrance at Harmans Road is also a priority. The staircase needs to be extended and the original (2000) track restored. There will be opportunities for cultural planting in the area. Help will be sought from Mobil and other contractors for materials.
- We will develop a partnership project focusing on widening the Urumau Loop Track. This will involve working with the Lyttelton Mountain Bike Club, Conservation Volunteers and the City Council.

- We would like to work with the Council to ensure Head to Head Walkway gets higher priority and are not happy with current route.
- We regard the Timeball route a higher priority
- The Diagonal Track is not considered urgent but will be considered in the medium term.

Specifications for Shared Use Track Upgrades

- On the Zig Zag Track we recommend the track be a minimum width of 1.5 metres but ideally 1.8 metres to allow mountain bikers to stop and to allow walkers to move past them. Switch-back corners will need to be hardened and the cambers reduced.
- DoC standards to be utilised in the development of specifications for outcrops, widths, gradients etc.
- Brian B and Brian D will develop the specifications over winter.

Unapproved Track work since the election of the new Committee

- Weed-eating in the closed geo-tech area.
- In the 2009 planting planting, where the unauthorised track was cut. Logs cut by the Rangers to block the track have been moved aside and persons have destroyed all re-planting.
- Mowing grass on unauthorised diagonal track. Who did it?
- Whaka Raupo Reserve - track clearing in cultural garden area.
- 2 instances of people chain sawing. One person for firewood and the other for track clearing in geo-tech closed area.

Whaka Raupo

A previously proposed track line from Steadfast (Cass Bay) up a ridge to the Crater Rim

as previously planned by LRMC did not proceed because of rock fall issues following the Christchurch earthquake. When these issues are resolved, the Tracks Team wishes to reinstate this project.

How our team will operate

- Seeking the help of our community members.
- In partnership with other organisations as appropriate.

Head Ranger's Offer

In light of the COVID-19 emergency, the Council Annual Plan is being re-examined as is our opportunity to re-submit. We are reviewing our requests to the CCC Long Term Plan and at this stage are not taking up Paul's offer.

Accidents –

- Two helicopter accidents happened during lockdown and we had no official notification. We would like to be informed of incidents on our reserves.

Community Board Letter

- The Tracks Group have been actively engaging with the Lyttelton Mountain Bike Club. The Tracks Group seeks the support of the Club in the maintenance, upgrades and development of the shared-use and mountain bike tracks. To date the Club has not shown a genuine willingness to engage with the Committee.
- We are clear the Diagonal Track and for that matter other new tracks are not a priority for us at this time.
- Tracks team believe the Banks Peninsula Community Board is being unreasonable in their approach to us.
- We wonder why they are being so aggressive to us when we really have been unable to begin any work programmes due to Covid 19 and the January holidays etc? These delays have put our Committee's work programme back 6 months.

Appendix 4

Lyttelton Reserve Management Committee – Communications Team Update June 2020

Who Are We?

Phase 1: Meet the team

Thank you to Jacob, Paul and Wendy for getting our facebook page Lyttelton Community Reserves up and running. Jacob also created an Instagram account for the reserves.

Early March the committee released a story to the Lyttelton Review titled “Who are We”. It highlighted the diversity of our team.

Phase 2: Meet the users of the Reserves

In the spirit of collaboration and two-way communication let’s identify some of the key users of the Reserves. It is proposed that we identify a variety of people who enjoy our Reserves, get a photograph and a brief statement about what they use the Reserves for and what it means to them. Propose identifying 7 individuals or groups, with one released each week via our facebook and instagram accounts.

Hot Topics / Hot tips

Tone: supporting people to enjoy, learn and be safe on the Reserves throughout the seasons.

Example: *“Sites of significance and local stories*

Meet with Cultural Team to discuss.

Example: *“Enjoying our Reserves in Winter”*

What are some helpful tips for this time of year e.g. footwear, state of tracks, interesting plants / wildlife to watch out for eg kids quiz available for families to take with them, most romantic picnic spot, best vantage point for photography etc

Example: *“How to get involved”*

Opportunities to join working bees and planting days

What other “Hot Topics” do you think should be addressed?

For Consideration

How do we approve official / unofficial communications? Agree a process for responding to key stakeholders when matters arise.

Appendix 5

Cultural Sub-Committee Report
Lyttelton Reserves Management Committee

Monday 8th June 2020
Team Meeting June 1st

Present Brian Downey, Flo McGregor, Aurora Smith
Apologies: Sarah Amazinnia

Matters Arising

- Would like to give Plants as a Koha to Runanga for planting around the Marae.
- Extend Planting around at Pony Point – (Wendy & Helen)
- Tracks at Whaka Raupo Reserve Entrance - Exploring an alternative track entrance with Te Wheke Runanga
- Contact Mobil and Fulton Horgan if they can help in any way.
- Steadfast – Council staff advised that meetings were held with Lyttelton Reserves Committee, which is incorrect.

8. Reserve Revocation - 10 Shackleton Terrace, Lyttelton

Reference / Te Tohutoro: 20/146762

Report of: Dan Egerton, Property Consultant, dan.egerton@ccc.govt.nz

General Manager: Leonie Rae – General Manager Consenting & Compliance

1. Executive Summary / Te Whakarāpopoto Matua

- 1.1 The purpose of this report is to seek the Board's support and recommendation to Council to revoke (under the provisions of the Reserves Act 1977) the reserve status of the land currently held for the purpose of Street Reserve at 10 Shackleton Terrace, Lyttelton, as shown on the attached plan, and following completion of all necessary statutory processes, to dispose of the land on the open market via a public tender.
- 1.2 The decision in this report is of medium significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by Significance Matrix.
- 1.3 Providing the reserve classification is revoked, the land will be offered for sale on the open market in accordance with Council's Property Disposal Process.

2. Officer Recommendations / Ngā Tūtohu

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

1. Approves the commencement of revocation procedures under Section 24 of the Reserves Act 1977 seeking to revoke the Street Reserve purpose of the land at 10 Shackleton Terrace described as Lot 3 DP 18984, and having an area of 326m², subject to:
 - a. Public Notification as prescribed by Section 119 of the Reserves Act 1977 (and no sustainable objections being received), and;
 - b. The consent of the Minister of Conservation pursuant to Section 24 of the Reserves Act 1977.
2. Approves that the Property Consultancy Manager be delegated the authority to manage and conclude all of the negotiations and transactions required to finalise the revocation process.
3. Noting that the delegation to dispose of the land has previously been granted to the Property Consultancy Manager.

3. Reason for Report Recommendations

- 3.1 Council, and the Community Board, have previously resolved (**Attachment A**) to dispose of the land and in order to give effect to the prior resolution the reserve classification is required to be revoked.
- 3.2 As the Land is currently subject to the provisions of the Reserves Act it is not possible to sell off the land whilst that is the case. Accordingly, the reserve classification is being sought to be revoked in order for it to be subsequently advertised on the open market for sale pursuant to Council's Property Disposal Process.

4. Alternative Options Considered

- 4.1 Not to revoke the reserve classification and to ascertain an alternative use in accordance with the reserve classification (Local Purpose (Street) Reserve).
- 4.2 This would require the Transport Unit to take ownership of the Land, and be responsible for it.
 - 4.2.1 As they were the Unit who initiated the disposal of this land it is highly unlikely that they would want to do so.
- 4.3 A further alternative is to seek other uses within the organisation and change the reserve classification to suit those purposes; however, as part of the earlier process, alternative public works were canvassed and none were identified.

5. Detail

- 5.1 The community will have an opportunity to provide their views through the prescribed process within the Reserves Act 1977 when Council seeks to revoke the land's reservation.
- 5.2 The decision affects the following wards/Community Board areas:
 - 5.2.1 Banks Peninsula.
- 5.3 Should any objections to the public notice be received and remain unresolved these would need to be presented to Council and, if upheld, would precipitate the requirement for a hearings panel. However, the likelihood of any *sustainable* objections being received is considered unlikely in this instance given the specific parcel of land is not required, nor has it been used, as part of the streets network.

6. Policy Framework Implications

Strategic Alignment

- 6.1 This report does not support the [Council's Long Term Plan \(2018 - 2028\)](#).

Policy Consistency

- 6.2 The decision is inconsistent with Council's Plans and Policies, as reserve revocations are not provided for within plans or policies.

Impact on Mana Whenua

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

Climate Change Impact Considerations

- 6.4 None of note.

Accessibility Considerations

- 6.5 None of note.

7. Resource Implications

Capex/Opex

- 7.1 Cost to Implement – Circa \$5,000.
- 7.2 Maintenance/Ongoing costs – nil.
- 7.3 Funding Source – existing budgets.

8. Legal Implications

Statutory power to undertake proposals in the report

- 8.1 The Department of Conservation has provided various delegations to Local Authorities to enable the more effective and efficient administration and management of the Reserves Act 1977 (Act). However, they have not delegated any authority to Local Authorities with regard to the revocation of a reserve.
- 8.2 As such Council, acting on a recommendation by the Community Board, may resolve to commence the revocation procedures pursuant to Section 24 of the Reserves Act, the successful outcome of which is subject to:
- 8.2.1 (1) Public notification (as prescribed by Section 119 of the Act), and;
- 8.2.2 (2) The consent of the Minister of Conservation.
- 8.3 Should any objections to the public notice be received and remain unresolved these would need to be presented to Council and, if upheld, would precipitate the requirement for a hearings panel.

Other Statutory Considerations

- 8.4 As the title of the Land was not derived from the Crown, no requirement under Section 25 of the Reserves Act to offer the Land to the former owner applies.
- 8.5 There may be obligations under Section 40 of the Public Works Act 1981, which required Council to offer the Land to the former owners.

Other Legal Implications

- 8.6 There is no legal context, issue or implication relevant to this decision.
- 8.7 This report has not been reviewed and approved by the Legal Services Unit

9. Risk Management Implications

- 9.1 None of note.

Attachments / Ngā Tāpirihanga

No.	Title	Page
A ↓	Council resolution on Banks Peninsula Property Review Process – 9 May 2019	37
B ↓	Location Plan - 10 Shackleton Terrace	43

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

Document Name	Location / File Link
Not applicable	

Confirmation of Statutory Compliance / Te Whakatūtutanga 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.

Report from Banks Peninsula Community Board - 15 April 2019

13. Banks Peninsula Property Review Process

Council Resolved CNCL/2019/00069

That the Council :

Notes that:

1. The purpose of this report is to determine the future use of land holdings that are no longer required, or being utilised, for the purpose that they were originally purchased. This is to be achieved by categorising them into the following three options for incorporation in a recommended resolution to Council.

Three options:

- a. Option 1 - Retain for a future strategic purpose.
 - b. Option 2 - 28 surplus for disposal.
 - c. Option3 - Retention to explore an alternative public use.
2. It has received advice through workshops and staff reports (including the public excluded attachment titled "Update January 2019") on the possible future use of the various land holdings in this report.
 3. To help inform a final resolution recommendation those workshop outcomes and suggestions were further reviewed and discussed at a workshop on the 28th January prior to this report being considered. The outcomes of which are summarised as follows:
 - a. Woodills Milk Store - 55 Woodills Road
 - i. Initial workshop outcome 2018: Option 1 - Retain for a future strategic purpose.
 - ii. Staff suggestion: Option 2 - Declared surplus for disposal (noting the lessee indicated after the workshop that they wish to surrender the lease).
 - iii. Recent workshop outcome 28 January 2019: There was no interest from other Council infrastructure units i.e. Transport, Parks and 3 Waters. The Board requested that staff discuss with St Johns whether this is a suitable site for their requirements.
 - b. BP Meats Development - 67A Rue Lavaud
 - i. Recommendation: Option 1 - Retain for a future strategic purpose (and initiate a process to investigate future development options).
 - ii. Recent workshop outcome 28 January 2019: That this be referred to Development Christchurch Ltd (DCL) to assess and develop viable commercial regeneration options for the Board to consider and develop a future process from.
 - c. Shackleton Reserve - 10 Shackleton Terrace
 - i. Recommendation: Option 2 – Declared surplus for disposal.

- ii. Recent workshop outcome 28 January 2019: Parks and Transport have no interest in the property. Support declaring the property surplus.
- d. HMNZS Steadfast - 64 & 86 Governors Bay Road
 - i. Initial workshop outcome 2018: Option 1 - Retain for a future strategic purpose.
 - ii. Staff suggestion: Option 3 – Retention and transfer to an alternative public work use. Subject to the criteria below under recommended resolution to Council 5.a being met.
 - iii. Recent workshop outcome 28 January 2019: Support the staff recommendation i.e. retention for incorporation into the Parks portfolio.
- e. Gollans Bay Rubbish Tip - 150 Old Sumner Road
 - i. Recommendation: Option 3 - Retention and transfer an alternative public work use (Subject to the criteria below under Recommended resolution to Council 5(a) being met)
 - ii. Recent workshop outcome 28 January 2019: Parks indicated a preliminary view that this was probably of no interest to include in their portfolio and add to the network. The Board requested That the Council's Parks team further look at this property more closely with the view of retaining it in the Parks portfolio for open space and recreational use, as it currently seems to be actively utilised.
- f. Development Land Ngatea Point – 27 Hunters Road, 5A & 31A Te Papau Crescent, 42 Whero Avenue, 399 Bayview Road
 - i. Recommendation: Option 1 - Retain balance for a future strategic purpose, retain and protect the bush gullies (noting that there is a separate process already underway relating to the protection of the bush gullies).
 - ii. Recent workshop outcome 28 January 2019: Support the recommendation.
- g. Reservoir - 38 Waipapa Avenue
 - i. Recommendation: Option 2 – Declared surplus for disposal.
 - ii. Recent workshop outcome 28 January 2019: That the community Board is not aware of any alternative public uses for the site, but acknowledges the community may desire the property be retained as open space. Parks are therefore requested to reconsider whether this property should be retained for that purpose.
- h. Stoddart Point Reserve - 2H Waipapa Avenue
 - i. Recommendation: Option 2 – Declared surplus for disposal.
 - ii. Recent workshop outcome 28 January 2019: The reason for ownership was not evident and therefore declaring it surplus for disposal is an option. The Community Board wants to further

understand adjoining ownership, whether there would be an offer back obligation and what the relationship / arrangement / obligations may or may not be with regards to the postal boxes.

- i. Reservoir – 306 Bayview Road
 - i. Recommendation: Option 2 – Declared surplus for disposal.
 - ii. Recent workshop outcome 28 January 2019: That the Community Board is not aware of any alternative public uses for the site, but wants to be assured the property is not required for open space / recreation purposes, particularly walking track purposes. Parks are therefore requested to consider whether this property should be retained for that purpose.
- j. Rural Land (Store Livestock) – 3381 Christchurch-Akaroa Road
 - i. Recommendation: Option 2 – Declared surplus for disposal.
 - ii. Recent workshop outcome 28 January 2019: The Council Senior Policy Planner provided advice that – “these cliffs have high ecological values, they support a significant biota (flora and fauna). Not least they are classified as a nationally rare ecosystem which are a national priority for protection” It was discussed and consider that the staff (including the Parks – Team Leader Biodiversity) need to review this property in that context and provide further advice on whether retention or protection mechanisms are required.
- k. Vacant land – 2979 Christchurch-Akaroa Road
 - i. Recommendation: Option 2 – Declared surplus for disposal.
 - ii. Recent workshop outcome 28 January 2019: The Council Senior Policy Planner provided advice that – “it may have some ecological values on the small cliffs at the base of the property” It was discussed and consider that the staff (including the Parks – Team Leader Biodiversity) need to review this property in that context and provide further advice on whether retention or protection mechanisms are required.
- l. Former Quarry Freehold - 79 Jones Road
 - i. Workshop outcome: Consider retention and transfer to an alternative public work use.
 - ii. Staff suggestion: Option 2 – Declared surplus for disposal.
 - iii. Recent workshop outcome 28 January 2019: The Council Senior Policy Planner provided advice that – “this is a dryland site that may support indigenous biota. We already have some serious biodiversity issues in the Kaitorete / Birdlings Flat area so need to be very sure that the site has no values before disposing of it. It may have restoration potential.” It was discussed and considered that the staff (including the Parks – Team Leader Biodiversity) need to review this property in that context and provide further advice on whether retention or protection mechanisms are required.

- m. Little River Education House – 4421 Christchurch-Akaroa Road
 - i. Workshop outcome: Consider retention and transfer to an alternative public work use.
 - ii. Staff suggestion: Option 2 – Declared surplus for disposal.
 - iii. Recent workshop outcome 28 January 2019: It was determined that the tenancy in the house be terminated and it then be demolished as it is at the end of its economic life. There are no Transport requirements for the land. Parks indicated that they would like to check the value of retaining the land or a portion for a connection to Little River Esplanade Reserve or potential for a freedom camping site.

As a result of the above the Community Board recommends to Council that it passes the following resolutions:

4. Option 1.

- a. Approves retention of the following properties for a future strategic purpose.
 - i. BP Meats Development - 67A Rue Lavaud and that this be referred to Development Christchurch Ltd to assess and develop viable commercial regeneration options for the Board to consider and develop a future process from.
 - ii. Development Land Ngatea Point – 27 Hunters Road, 5A & 31A Te Papau Crescent, 42 Whero Avenue, 399 Bayview Road - Retain for a future strategic purpose yet to be determined and protect the bush gullies (noting that there has been a separate report and process underway relating to the protection of the bush gullies).
 - iii. Stoddart Point Reserve - 2H Waipapa Avenue – because it currently has community value due to the provision of postal services operating from one of the buildings on site. The future of the property to be reconsidered if the postal services are relocated.

5. Option 2.

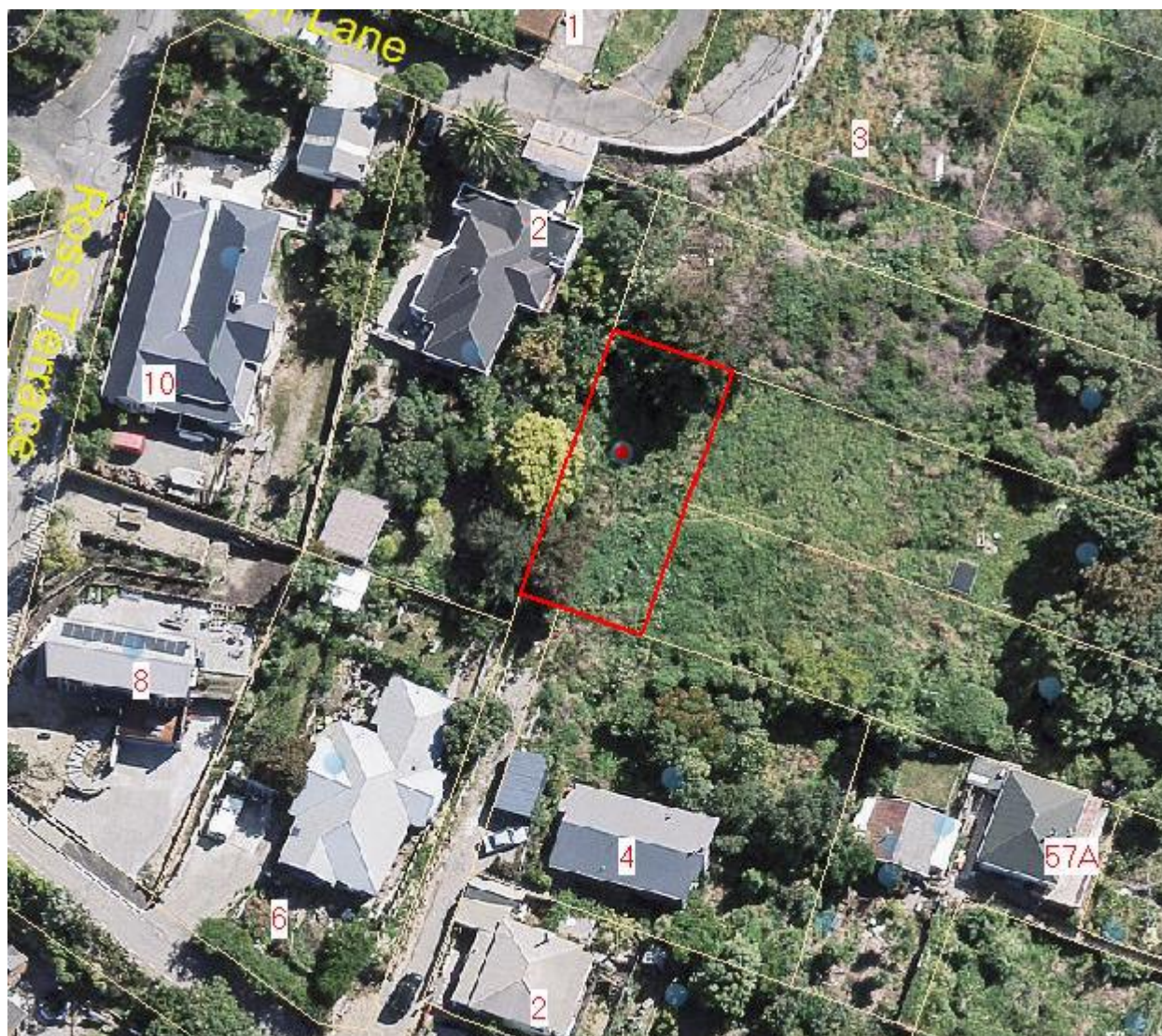
- a. Declares the following properties surplus for disposal.
 - i. **Shackleton Reserve - 10 Shackleton Terrace**
 - ii. Reservoir - 38 Waipapa Ave subject to:
 - The property being circularised internally within Council to determine there is no other alternative public use.
 - Information on the proposal to dispose of the property being circulated via the Diamond Harbour Community Association to the local community.
 - iii. Reservoir – 306 Bayview Road subject to:

- The property being circularised internally within Council to determine there is no other alternative public use.
 - iv. Vacant land – 2979 Christchurch-Akaroa Road – due to advice from staff that it is not considered to be of any ecological value.
 - b. Grants delegated authority to the Property Consultancy Manager to:
 - i. Determine at his discretion satisfaction of the "subject to" conditions.
 - ii. Commence the sale process for the properties set out in the resolution above in accordance with Council's normal practices and policies (including unilateral dealings where a tender is not practical).
 - iii. Conclude the sale of these properties on the best terms considered available, as supported by valuation advice and in consideration of other factors including marketing and market dynamics, including if the minimum price is not achievable by tender then the property may be sold by private treaty.
 - iv. To do all things and make decisions at his sole discretion that are necessary to give effect to this resolution.
6. **Option 3.**
- a. Supports retention of the following properties to explore an alternative public use subject to the conditions below:
 - i. HMNZS Steadfast - 64 & 86 Governors Bay Road - that this property be retained and transferred into the Parks portfolio.
 - ii. Gollans Bay Rubbish Tip - 150 Old Sumner Road - the Board request That the Council's Parks team further look at this property including discussions with the Board more closely and report back with the view of retaining it in the Parks portfolio for open space and recreational use, as it currently seems to be actively utilised by the public.
 - iii. Rural Land (Store Livestock) – 3381 Christchurch-Akaroa Road – the Board request that staff (including the Parks – Team leader Biodiversity) review this property in the context of the Council's Senior Policy Planner advice that there are high ecological values and report back on whether retention or protection mechanisms are required.
 - iv. Former Quarry Freehold - 79 Jones Road - the Board request that staff (including the Parks – Team Leader Biodiversity) review this property in the context of the Council's Senior Policy Planner advice that there may be ecological values and report back on whether retention or protection mechanisms are required.
 - v. Woodills Milk Store - 55 Woodills Road subject to:
 - The property being circularised to determine there is no other alternative public use.

- St Johns not being interested in the site. If there was an interest that would be reported back to the Board for consideration.
- vi. Little River Education House – 4421 Christchurch Akaroa Road – subject to:
 - Termination of the tenancy and demolition of the house.
 - The property being circularised internally within Council to determine there is no other alternative public use.
 - Advice from the Heritage team to establish that there are no heritage values associated with the house.
- b. Retention of the properties is conditional upon staff and the Community Board engaging in a process that identifies an alternative public use that:
 - i. Can be rationalised,
 - ii. Satisfies a clearly identified need,
 - iii. Is supported by a sound and robust business case,
 - iv. Supports Council strategies,
 - v. Has established funding in the Council's annual and long term plans,
 - vi. Has an identified sponsor i.e. end asset owner (titular internal owner) / sponsor who supports retention for the alternative public use and holds an appropriate budget provision within the LTP.
- c. The Community Board is delegated authority to make a retention decision for an alternative use so long as all of the conditions set out in resolution 5 above are met to its satisfaction.
- 7. Notes the property at 40 Rue Jolie was originally included in this process, but has subsequently been considered in a separate heritage buildings process.

Deputy Mayor/Councillor
Scandrett

Carried



9. Dyers Pass Road Safety Improvements Tree Removals

Reference / Te Tohutoro: 20/282804

Report of / Te Pou Matua: Peter Bawden, Senior Project Manager, Peter.Bawden@ccc.govt.nz
Laurie Gordon, Arboricultural Advisor, Laurie.Gordon@ccc.govt.nz

General Manager / Pouwhakarae: David Adamson, GM City Services, David.Adamson@ccc.govt.nz

1. Executive Summary / Te Whakarāpopoto Matua

- 1.1 This report is staff generated and relates to the implementation of the upcoming programme of road safety improvement works along Dyers Pass Road from the Hackthorne Road intersection to Governors Bay Road.
- 1.2 The works are to be undertaken by Council and under the NZTA Safer Network Programme, and will achieve substantial road safety benefits to the road network, with the goal being to provide safer rural roads and roadsides that contribute to network efficiency, save lives and reduce injuries.
- 1.3 The works will include localised excavation/trimming of the upslope to varying heights where needed to widen the road, construction of drainage channels, installation of new guardrails, construction of gabion basket walls below the road, associated earthworks and the repair of the existing guardrails where needed.
- 1.4 Some tree removals are expected in order to enable the works. However, the extent of tree removals will not be possible to quantify until the works commence and the construction contractor and engineers finalise extents of excavations on the ground.
- 1.5 The purpose of this report is to seek approval from the Banks Peninsula Community Board to sub-delegate approval for the removal of healthy and structurally sound trees to the Head of Transport.
- 1.6 Sub-delegating approval to the Head of Transport would allow the most efficient implementation of the works in areas where the removal of trees will be required.
- 1.7 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance reflects the relatively low number of healthy and structurally sound trees expected to require removal in relation to the overall existing tree cover within the affected area, and the subsequent minor impacts on the landscape and the public anticipated.
 - The project is of medium significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance reflects the high level of use and importance of the road to; commuters and recreational users.

2. Officer Recommendations / Ngā Tūtohu

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

1. Sub-delegate the removal of trees to the Head of Transport, under Part D – Sub-Part 1, section 334 of the Delegations Register, for the implementation of the Dyers Pass Road Safety Improvements.

3. Reason for Report Recommendations / Ngā Take mō te Whakatauranga

- 3.1 Whilst the concept design has been completed, due to site variability and the terrain it will not be possible to quantify the potential effects on trees until the contractor has carried out a detailed site survey.
- 3.2 Once each site has been marked out, the affected trees will be identified and assessed. At that time, the most efficient method of seeking delegated authority approval for the removal of trees will be via the Head of Transport's staff delegations.
- 3.3 Trees and other vegetation will be retained and protected from damage during the works wherever possible. However to implement the works it is expected that the removal of some trees will be unavoidable.
- 3.4 Delegations Register:
 - The Head of Transport has delegated authority to approve the removal of unhealthy and structurally unsound trees under Part B – Sub-Part 3, section 21 of the Delegations Register
 - The Community Board has delegated authority to approve the removal of healthy and structurally sound trees (within road corridors) under Part D – Sub-Part 1, section 334.
 - There are no limits on sub-delegating Part D – Sub-Part 1, section 334 of the Delegations Register.

4. Alternative Options Considered / Ētahi atu Kōwhiringa

- 4.1 The option of maintaining the current method of approvals would result in potential delays to the implementation of the works and increased project costs, as this would include returning to the Community Board multiple times for approval to remove any healthy and structurally sound trees following the contractor starting work.

5. Detail / Te Whakamahuki

- 5.1 To enable the works to occur vegetation removal including trees will be required in some areas along Dyers Pass Road, both on the upslope and downslope sides.
 - The removal of vegetation will mostly be required to facilitate the widening of the road and construction of drainage channels on the upslope, and construction of new road shoulder and gabion walls on the down slope.
 - The amount of vegetation removal required will be assessed on a site by site basis, depending on the engineering designs and requirements for specific sites. The vegetation to be removed is likely to be both native and exotic species.
- 5.2 Due to the close proximity of the works to the existing road, it is expected that the quantity of trees to be removed will be relatively few, and the overall potential effects on the landscape will be minor.

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

5.3.1 Dyers Pass Road, Banks Peninsula

6. Policy Framework Implications / Ngā Hīraunga ā- Kaupapa here

Strategic Alignment /Te Rautaki Tīaroaro

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

6.1.1 Activity: Traffic Safety and Efficiency

- Level of Service: 10.0.6.1 Reduce the number of casualties on the road network. - <=124 (reduce by 5 or more per year)

Policy Consistency / Te Whai Kaupapa here

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

Impact on Mana Whenua / Ngā Whai Take Mana Whenua

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

Climate Change Impact Considerations / Ngā Whai Whakaaro mā te Āhuarangi

6.4 Works affect aged assets and contribute to updating infrastructure to current standards. Stormwater related assets in particular, are designed in accordance with current best practice which take into account potential climate change impacts.

6.5 The replacement planting of at least the same number of trees removed will occur, with the intention of re-establishing at least the existing amount of canopy cover in the long term. The replacement of trees and other vegetation will be considered on a site by site basis. Where it is not possible to establish replacement trees in locations where trees are removed, trees will be planted in suitable locations within the scheme area.

Accessibility Considerations / Ngā Whai Whakaaro mā te Hunga Hauā

6.6 The narrow roads in the area have no dedicated pedestrian or cycling facilities currently and steep slopes constrain space available at road level. Improvements for cyclists will be considered and incorporated into designs as physical constraints and budget allows.

7. Resource Implications / Ngā Hīraunga Rauemi

Capex/Opex / Ngā Utu Whakahaere

7.1 Cost to Implement – the cost of removing existing trees and establishing replacement trees will be included in the Dyers Pass Road projects (ID# 17208 and ID# 17211).

7.2 Maintenance/Ongoing costs – there will not be an increase in ongoing maintenance costs relating the removal and replacement of the trees.

7.3 Funding Source – NZTA Safer Network Programme and Council's Annual Plan.

Other / He mea anō

7.4 None.

8. Legal Implications / Ngā Hīraunga ā-Ture

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

- 8.1 Council has the statutory powers required to undertake the road safety improvement works including the tree removals proposed in this report.
- 8.2 There are no limits on sub-delegating Part D – Sub-Part 1, section 334 of the Delegations Register.

Other Legal Implications / Ētahi atu Hīraunga-ā-Ture

- 8.3 There is no legal context, issue or implication relevant to this decision.
- 8.4 This report has not been reviewed and approved by the Legal Services Unit

9. Risk Management Implications / Ngā Hīraunga Tūraru

- 9.1 If the removal of healthy and structurally sound trees is sub-delegated by the Community Board to the Head of Transport, the increased efficiency in the approvals process for the removal of trees during the implementation of the Dyers Pass Road safety improvement projects will reduce risks to timely implementation and project costs.
 - The Head of Transport currently has delegated authority to approve the removal of unhealthy and structurally unsound trees.
- 9.2 Wherever possible healthy and structurally sound trees will be retained and protected from damage during the works. Where trees require removal an assessment of potential effects including reasons for the tree/s requiring removal will be provided to the Head of Transport as part of the request for approval.
- 9.3 As the project progresses the Community Board will receive the assessments and will be advised regarding the approved tree removals.

Attachments / Ngā Tāpirihanga

There are no appendices to this report.

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

Document Name	Location / File Link
Not applicable	

Confirmation of Statutory Compliance / Te Whakatūtutanga 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

Authors	Peter Bawden - Senior Project Manager Laurie Gordon - Arboricultural Advisor
Approved By	Lynette Ellis - Manager Planning and Delivery Transport Richard Osborne - Head of Transport David Adamson - General Manager City Services

Item 9

10. Oxford Street- Mobility Parking Space

Reference / Te Tohutoro: 20/688724

Report of / Te Pou Matua: Andrew Hensley, Traffic Engineer
andrew.hensley@ccc.govt.nz

General Manager /
Pouwhakarae: David Adamson, General Manager City Services,
david.adamson@ccc.govt.nz

1. Executive Summary / Te Whakarāpopoto Matua

- 1.1 The purpose of this report is to seek the approval of the Board to formalise an existing off street 90 degree mobility parking space at 58 Oxford Street. This report has been written following a request from a local resident for the mobility parking space to be enforced.
- 1.2 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.

2. Officer Recommendations / Ngā Tūtohu

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

1. That the off street parking space at 58 Oxford Street, on eastern side of Oxford Street commencing at a point 80 metres north of its northern intersection with Gaol Steps, and extending in an northerly direction for a distance of 4 metres is reserved as a parking space for all vehicles, subject to the following restrictions: 90 degree angle parking, and be reserved for vehicles with an approved mobility person's parking permit, prominently displayed in the vehicle, in accordance with section 6.4.1 of the Land Transport- Road User Rule 2004, as shown on Plan TG 136550 dated 3/6/2020.
2. Revoke any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in resolution 1 above.
3. Approve that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in the staff report are in place (or removed in the case of revocations).

3. Reason for Report Recommendations / Ngā Take mō te Whakatau

- 3.1 Concerns have been raised by a local resident about local vehicles parking in the two 90 degree off street parking spaces at 58 Oxford Street, next to Norman Kirk Swimming Pool in Lyttelton. This includes parking in the marked mobility space without the vehicle displaying an appropriate permit.
- 3.2 Investigations from Parking Compliance and Traffic Operations have concluded that it is unlikely that the existing mobility parking space has been formally resolved, and as a result is currently unenforceable. In order to enable the enforceability of this space, a resolution from the Banks Peninsula Community Board is required.
- 3.3 There are no plans to restrict the usage of the other 90 degree off street parking space as there is not considered to be a need for additional parking restrictions in the immediate vicinity, or an appropriate restriction to suit this specific location.
- 3.4 The recommendations in this report will help to achieve a well-connected and accessible city.

4. Alternative Options Considered / Ētahi atu Kōwhiringa

- 4.1 Maintain the status quo – Do Nothing
- 4.2 The advantages of this option include:
 - 4.2.1 None identified.
- 4.3 The disadvantages of the option include:
 - 4.3.1 Does not enable the existing mobility parking space to be enforced, resulting in a reduced opportunity for other mobility person's parking permit holders to access the space.

5. Detail / Te Whakamahuki

- 5.1 The two off street parking spaces on 58 Oxford Street service the playground, Norman Kirk Swimming Pool, and other nearby attractions and properties. This includes an informal mobility parking space.
- 5.2 If approved, the recommendations will be implemented within the current financial year (generally around four weeks after the contractor receives the request, but this is subject to other factors such as resourcing and prioritisation beyond Council's control).

Community Views and Preferences

- 5.3 No community consultation has been undertaken as this proposal is to formalise an existing marked mobility parking space.
- 5.4 The Team Leader Parking Compliance supports the preferred option.
- 5.5 The Centre Operations Leader (for Norman Kirk Pool) supports the preferred option.
- 5.6 The do nothing option is inconsistent with a community request to enforce the mobility parking space.

6. Policy Framework Implications / Ngā Hīraunga ā- Kaupapa here

Strategic Alignment / Te Rautaki Tīaroaro

- 6.1 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.
- 6.2 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 \(2018 - 2028\)](#)

Policy Consistency / Te Whai Kaupapa here

- 6.3 The recommendations in this report are consistent with the [Christchurch Suburban Parking Policy](#).

Impact on Mana Whenua / Ngā Whai Take Mana Whenua

- 6.4 The effects of this proposal upon Mana Whenua are expected to be insignificant.

Climate Change Impact Considerations / Ngā Whai Whakaaro mā te Āhuarangi

- 6.5 This proposal does not have any significant effect upon carbon emissions and Climate Change.

Accessibility Considerations / Ngā Whai Whakaaro mā te Hunga Hauā

- 6.6 This proposal improves accessibility for road users who hold a mobility person's parking permit by enabling non complaint vehicles to be subject to enforcement.

7. Resource Implications / Ngā Hīraunga Rauemi

Capex/Opex / Ngā Utu Whakahaere

- 7.1 Cost to Implement - \$100
- 7.2 Maintenance/Ongoing costs – Covered by existing Maintenance Budget.
- 7.3 Funding Source – Traffic Operations Budget.

8. Legal Implications / Ngā Hīraunga ā-Ture

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

- 8.1 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.
- 8.2 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.
- 8.3 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

Other Legal Implications / Ētahi atu Hīraunga-ā-Ture

- 8.4 There is a legal context, issue or implication relevant to this decision.
- 8.5 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 Services Unit, and the recommendations are consistent with the policy and legislative framework outlined in sections 8.1 – 8.3.

Attachments

No.	Title	Page
A ↓	Oxford Street- Lyttelton Mobility Parking Space TG136550 For Board Approval	55

Confirmation of Statutory Compliance / Te Whakatūrutanga ā-Ture

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

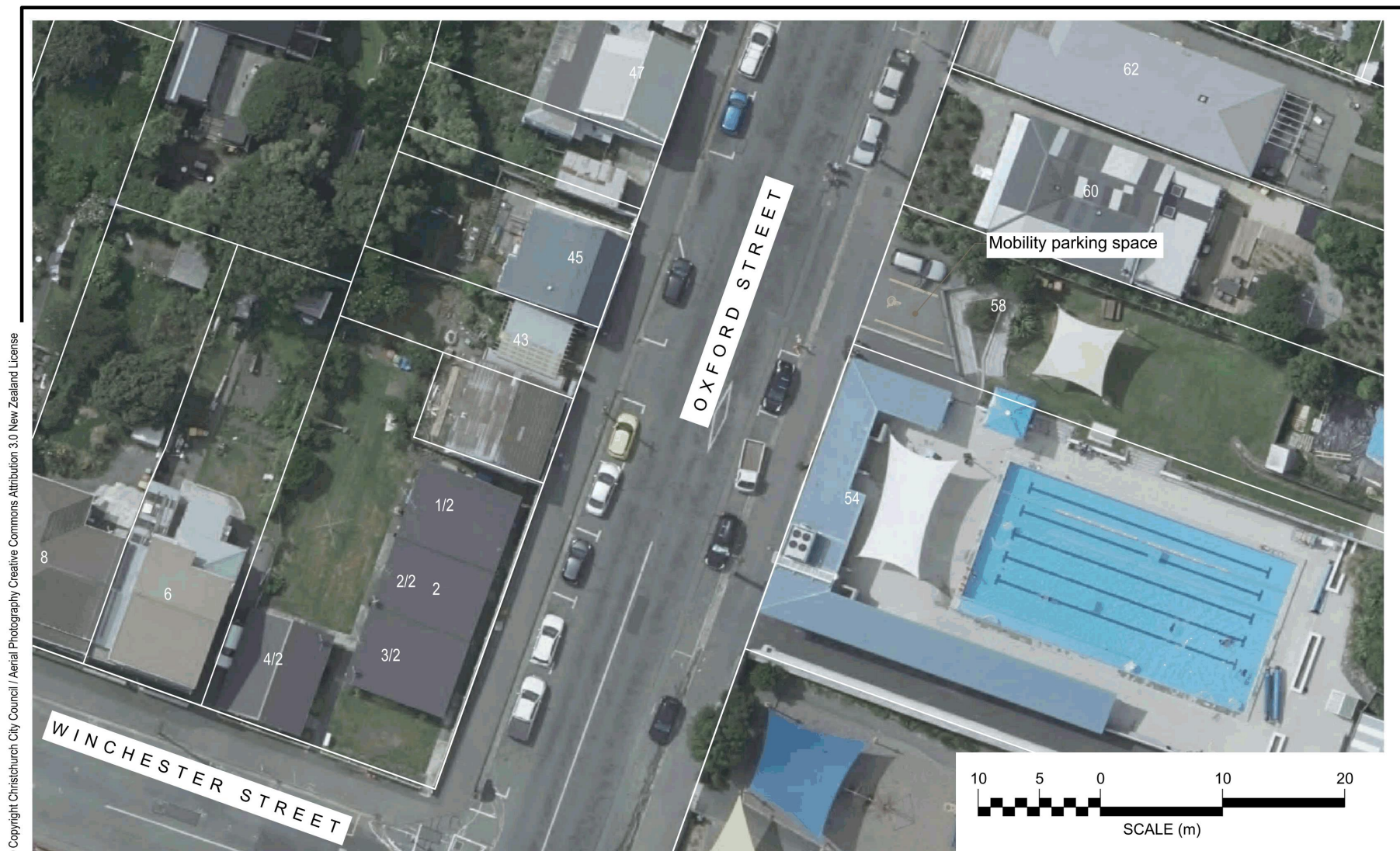
(a) This report contains:

- (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	Stephen Wright - Team Leader Traffic Operations Steffan Thomas - Manager Operations (Transport) Richard Osborne - Head of Transport



Christchurch
City Council

Oxford Street - Lyttelton
Mobility Parking Space
For Board Approval

Attachment A

Original Plan Size: A4

ISSUE.1 03/06/2020
TG136550 MJR

11. Te Pātaka o Rākaihautū/Banks Peninsula Community Board Area Report - July 2020

Reference / Te Tohutoro: 20/670126

Joan Blatchford - Community Governance Manager, LMH,
joan.blatchford@ccc.govt.nz

Report of:

Penelope Goldstone - Community Governance Manager, AKW,
penelope.goldstone@ccc.govt.nz

General Manager:

Mary Richardson, mary.richardson@ccc.govt.nz

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. Officer 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 July 2020.
2. Notes that the \$5,995 allocated from the Board's 2019-20 Discretionary Response Fund at the 22 June 2020 Board meeting, for the Summer with your Neighbours 2020-21 event and the Community Service Awards 2021, has been returned to the Discretionary Response Fund to be carried forward into the 2020-21 financial year Discretionary Response Fund.
3. Alter Resolution BKCB/2020/00061 to read:
Approves a grant of \$3,000 from its 2020-21 Discretionary Response Fund towards the Summer with your Neighbours Project 2020-21.
4. Alter Resolution BKCB/2020/00062 to read:
Approves a grant of \$2,995 from its 2020-21 Discretionary Response Fund towards the Banks Peninsula Community Service Awards 2021, with the final format and budget for those awards to be developed and approved by the Board.

3. Community Board Activities and Forward Planning

3.1 Memos/Information/Advice to the Board

3.1.1 **Council Recess Week** – Council has resolved to approve the cancellation of the two week recess scheduled for July 2020 and replace it with two, one week recesses as follows:

- a. One week recess from 3 August to 9 August 2020; and
- b. One week recess from 28 September to 4 October 2020.

3.1.2 The Board has a meeting scheduled for Monday 3 August 2020, which now falls within a Recess Week. Board members may wish to consider whether that meeting proceeds.

- 3.2 **Road Safety Issues – Intersection of Reserve Terrace / Sumner Road** – at its meeting on 2 March 2020, the Board received a public forum presentation from Jill Morrison, resident of Reserve Terrace in Lyttelton who spoke to the Board about road safety issues at the intersection of Reserve Terrace and Sumner Road in Lyttelton.

The Board referred the issues raised in the presentation to staff for advice on work that has been carried out, or other options to improve safety.

A memo from staff in reply to this request is **attached** – Attachment A.

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

3.3.1 The Council adopted the Draft Annual Plan for 2020-21 in February 2020. In May the Council agreed to revisit the plan that was consulted on earlier in the year. The revised budget will take into account the financial impact of the COVID-19 pandemic.

3.3.2 The Council adopted the revised Draft Annual Plan on 29 May, and community consultation was open from 12 to 29 June.

3.3.3 At the time of writing this report, the Board's updated submission had not been finalised. The Board's submission will be attached to the August 2020 Area Report.

3.3.4 It is expected that the final Annual Plan 2020-21 will be adopted by the end of July.

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 2020-2022 Community Board Plan. The Board's draft vision and priorities for Banks Peninsula communities were available for feedback on the Have Your Say section of the Council's website from 18 February until 10 March 2020.
- 4.2 The Board planned to adopt the final 2020-22 Community Board Plan on 20 April 2020. However, due to the social and economic impact of the COVID-19 pandemic, the Board will revisit the plan in the coming months to update it to reflect the changing environment.

5. Significant Council Projects in the Board Area

5.1 **Strengthening Community Fund Projects**

Nothing to report this month.

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

Nothing to report this month.

5.3 **Community Facilities**

Nothing to report this month.

5.4 **Infrastructure Projects**

Nothing to report this month.

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

- 6.1 Nothing to report this month.

7. Updates from Other Units

7.1 Community Parks Update

7.1.1 The bi-monthly Community Parks update as at June 2020 is **attached** – Attachment B

7.1.2 The bi-monthly Regional Parks update as at June 2020 is **attached** – Attachment C

8. Community Board Funding Update

8.1 Strengthening Communities Fund Accountability Report (2018-19)

The Accountability Report for recipients of 2018-19 Strengthening Communities funding is **attached** (Attachment D) for the Board's information.

8.2 Strengthening Communities Fund (2020-21)

Applications opened for the 2020/21 SCF funding round on Monday, 9 March 2020 and closed Wednesday 22 April 2020. This included an extension of a week on initial timeframes. Grants are allocated for projects starting from 1 September 2020. This is the Board's only annual funding round and it is open to community-focused organisations for all levels of funding.

Applications are currently being assessed. Decisions regarding this fund will be made at a regular meeting of the Board in August prior to funds being released.

8.3 Discretionary Response Fund

The Board has its 2019/20 Discretionary Response Fund (DRF), which assists community groups where their project funding request falls outside other Council funding criteria and/or closing dates. The current funding year for this fund closes when funds are expended or by 30 June 2020.

Youth Development applications are submitted on a fund specific form and allocations are made directly from the Board's DRF in this ward.

8.4 2020-21 Discretionary Response Fund Allocations

At its meeting on 22 June 2020 the Board resolved to approve funding from its 2019-20 Discretionary Response Fund, in two resolutions, as follows:

Community Board Resolved BKCB/2020/00061

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

1. Approves a grant of \$3,000 from its 2019-20 Discretionary Response Fund towards the Summer with your Neighbours Project 2020-21

Community Board Resolved BKCB/2020/00062






1. Approves a grant of \$2,995 from its 2019-20 Discretionary Response Fund towards the Banks Peninsula Community Service Awards 2021, with the final format and budget for those awards to be developed and approved by the Board.

However, it has now been confirmed that at the end of the 2019-20 financial year all unspent funds were returned to the 2019-20 Board's Discretionary Response Fund to be carried forward by Council resolution into the 2020-21 financial year. This included those funds approved for expenditure in the 2020-21 financial year.

The Board now needs to alter its resolution from the 22 June meeting, subject to Standing Order 19.6, to reflect this change.

- 8.5 A summary of allocations to 30 June 2020 from the Board's 2019/20 Discretionary Response Fund is **attached** – Attachment E.

Attachments

No.	Title	Page
A 	Memo - Reserve Terrace / Sumner Road Intersection- Traffic Issues	61
B 	Community Parks Update	64
C 	Regional Parks Update - July 2020	67
D 	Banks Peninsula 2018-19 Strengthening Communities Fund End of Project Summary	69
E 	2019/2020 Discretionary Response Fund Allocations	81

Memos



Memorandum

Date: 28/5/2020
From: Andrew Hensley, Traffic Engineer
To: Banks Peninsula Community Board
Cc: Liz Carter, Board Advisor
Peter Bawden, Senior Project Manager
Subject: Reserve Terrace / Sumner Road Intersection- Traffic Issues
Reference: 20/363474

1. Purpose of this Memo

- 1.1 The purpose of this memo is to provide information about options to improve traffic safety at the Reserve Terrace / Sumner Road intersection.
- 1.2 Following a Public Forum presentation about traffic issues at the Reserve Terrace / Sumner Road intersection at its 2/3/2020 meeting, a resolution was made by the Te Pātaka o Rākaihautū/Banks Peninsula Community Board:

Community Board Resolved BKCB/2020/00023

Part B

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

1. Refer the issues raised in the presentation, as listed below, to staff for advice on work that has been carried out, or other options to improve safety, including but not limited to:
 - Driver visibility issues
 - Possible re-instatement of the mirror
 - Signage issues including visibility and appropriateness of signage
 - Possible re-instatement of the streetlight on the intersection
 - Other improvements that could be made at the intersection to make it safer
 - An update on the proposal for traffic counting
 - Review of the speed limit.

2. Update

- 2.1 The Reserve Terrace / Sumner Road intersection has limited visibility both from vehicles wishing to turn right out of Reserve Terrace, and for vehicles approaching the intersection from Lyttelton. This is a result of the acute angle that Reserve Terrace intersects Sumner Road, the high retaining wall to the right hand side which curves back down the hillside, and the change in grades. The situation is not helped with higher speeds of vehicles on Sumner Road at times, and the high presence of motorcycles and cycles which contribute to visibility difficulties.

Memos



- 2.2 The left hand turn from Sumner Road into Reserve Terrace is also difficult due to the angle and width, and potentially more so if another vehicle is encountered coming down Reserve Terrace.
- 2.3 During the recent Sumner Road Project, the intersection was squared up as much as practicable within the project scope to assist with vehicle positioning and visibility, and a stop control installed (the intersection was previously uncontrolled).
- 2.4 Since the reopening of Sumner Road in March 2019, there have been no reported crashes in the NZTA crash database at the Reserve Terrace / Sumner Road intersection.
- 2.5 A road user is required to make sure that the way is clear before undertaking a turning movement. The right hand turn for cycles, motorcycles and very small vehicles, if positioned correctly at the intersection, is considerably easier than for other vehicles. If a vehicle cannot see sufficiently, it should not turn.
- 2.6 The safest option in this situation if a road user cannot see sufficiently is to not turn right but either:
 - Turn left into Sumner Road and then turn right at the first seaward parking area (approximately 300m metres away), turn, and then descend Sumner Road; or
 - Exit Reserve Terrace via Stevensons Steep.
- 2.7 A convex traffic mirror is not considered a safe option to assist visibility in this case for the following reasons:
 - Speed of vehicles on Sumner Road - Traffic mirrors work best in low speed environments such as warehouses, parking buildings, lane ways and hair pin bends. They have difficulties, and are unreliable, in showing higher speed vehicles approaching.
 - High presence of cycles and motorcycles on Sumner Road - Traffic mirrors are unreliable at showing cycle and motorcycle images, and also some colours of vehicles are also difficult to see or are missed.
 - Limited distance that a mirror can reflect a vehicle image from - in this case it has been calculated to be at a point too close to the intersection to meaningfully assist in decision making.
 - An image seen in a mirror is reversed, which can be confusing.
 - It is difficult to ascertain a vehicle's distance and speed when seen as an image in a mirror.
 - Road users are focussing on a mirror and not on the road in front of them when turning.
 - Road users may not rely on using other senses such as listening for vehicles, and use it as their sole source of decision making information.
 - Traffic mirrors are affected by rain, frost, fog etc.
 - Road users may make a decision to turn based on incorrect information shown or vehicles not being shown in the mirrors.
 - It is a public road intersection rather than a private driveway, and also near an attraction (Timeball Station) and there are likely to be unfamiliar road users present.
 - A traffic mirror was installed briefly at this intersection by the Maintenance Team but was removed shortly afterwards due to safety concerns observed on site by Traffic Operations staff, confirming a number of the above issues. Anecdotally there have also been comments about motorists being 'caught out' by not seeing anything in this mirror but

Memos



- proceeding to turn and a vehicle unexpectedly being present, which highlights the inherent risks of traffic mirrors in these type of situations.
- 2.8 In addition to the works undertaken with the Sumner Road project, Fulton Hogan have been issued with an instruction to install new signage on the Lyttelton side approach to the intersection, warning of the concealed intersection ahead.
- 2.9 Investigations have been undertaken to reinstall a street light at this intersection. It is proposed that this be a solar powered street light given the difficulties and cost in connecting to a power supply at this location, with installation envisaged next financial year, subject to funding.
- 2.10 A traffic tube counter has been requested to be installed to assist with quantifying the actual vehicle numbers utilising this intersection. This was installed previously, but was vandalised and resulted in incomplete and questionable data being collected. It has been requested to be counted again when traffic patterns return to a more regular pattern following the end of the COVID-19 event.
- 2.11 One option that may need to be considered further is the prohibition of the right hand turn out of Reserve Terrace into Sumner Road to further reinforce the unsuitability of this turn. This would however inconvenience some road users who can achieve appropriate visibility to turn.
- 2.12 A replacement guard rail is programmed to be installed next financial year, subject to funding, on Reserve Terrace at the bend immediately below the Time Ball Station. This protects road users of the steep drop onto Sumner Road.
- 2.13 There is an option to include the Reserve Terrace / Sumner Road intersection within a possible forthcoming Lyttelton Township area speed limit review, which would consider lowering the speed limit in the general area.

3. Conclusion

- 3.1 The Reserve Terrace / Sumner Road intersection is a physically challenging traffic environment with limited visibility. A road user is required to make sure that the way is clear before undertaking a turning movement. There are few options to significantly improve the situation, with the exception of prohibiting the right hand turn out of Reserve Terrace into Sumner Road if issues persist.

Attachments

There are no appendices to this report.

Signatories / Ngā Kaiwaitohu

Author	Andrew Hensley - Traffic Engineer
Approved By	Wayne Gallot - Team Leader Traffic Operations

Banks Peninsula Community Board

Community Parks Bi-Monthly Area Report – July 2020

1.1 Local Parks Update

- 1.1.1 Since the return to work at Level 3 and with the dry weather conditions, the Parks Maintenance Team has been able to catch up on some overdue painting and staining projects in Akaroa, including the Rue Balguerie Playground, picnic tables throughout the town and the Beach Road white bollards.

1.2 Sports Parks Update

- 1.2.1 With the introduction of Level 2 and sport team trainings and games beginning, all sports fields have been set out and line marked again as the lines had been lost during the lockdown period.

1.3 Capital Works Projects

- 1.3.1 Allandale Domain Carpark – due to be completed by mid-June.
1.3.2 Stoddart Point Toilets – due to be completed by end of June.

1.4 Community Park Maintenance Schedule

Activity	Frequency per month
Ornamental mowing	1
Amenity mowing	1
Ornamental garden maintenance	1
Winter sport field mowing	2
Winter sport line marking	2
Chemical weed control	1
Bin Emptying	As required
Play and Fitness Equipment Check	1
Drinking Fountain Clean	5

Kirk Park Playground – Softfall replaced by contractors as it was in poor condition.



Rue Balguerrie Playground – Fresh paint over metal surfaces.



Beach Road – Fresh paint of white bollards.



REGIONAL PARKS – BI-MONTHLY UPDATE

Regional park rangers have been carrying out the following activities - from weeks before lock down, level 3 down to now

Covid 19 level 4

- Kept all regional parks open
- Removed touch points and indicated where distancing difficulties could occur
- Closed toilets, drinking fountains and slipways –as per government guidelines
- Re- accommodated freedom campers from Naval point to Spencer park
- Maintained contact with RMC's and other public land providers
- Carried out emergency works such as tree and track repairs that were critical.

Biodiversity Animal Pest Control

- Misty Peaks Feratox Possum Operation is underway
- Goat Operation at Purau & on Kinloch Station (pre lockdown) Then had to delay the operation due to Covid and subsequent lambing period. Will occur next year.
- Ellangowan possum monitoring with DOC
- Wairewa Traps checked and renewal
- Participation in Predator Free Banks Peninsula working group – weekly zoom meetings

Biodiversity Pest Plant Control ()

- Spur valerian control – Akaroa harbour coastal cliff – helicopter operation – Ohinepaka to Lucas Bay
- Spur valerian control – NE Bays coastal cliff – helicopter (Decanter Bay, Little Akaloa, Le Bons Bay)
- Pinwheel aeonium (*Aeonium howorthii*) control – Double Bay coastal cliff – helicopter
- Boneseed control – Spyglass Point, Okains – helicopter
- Spur valerian control – Lavericks Bay – private land (Ecan funded, CCC managed) - helicopter
- Spur valerian control – Mt Evans – 17 sites on 9 private landowners property (Ecan funded/CCC SES funded) – ground control
- Gunnera, Japanese honeysuckle, old mans beard control – Te Oka Reserve
- Pine control – Te Oka Reserve – volunteers (Lindsay Maine Vertigo Weedbusters)
- Sycamore control – Pigeon Bay catchment private land (Ecan funded, CCC managed)
- Misty Peaks Gorse Boundary Control
- Te Oka Nasella control
- February – sycamore sapling/seedling follow-up control on roadsides – Pigeon Bay, Little Akaloa, Le Bons, Robinsons valley
- February – banana passionfruit control – Wainui
- Sycamore removal on Kinloch Rd
- Banana Passionfruit removal Jubilee Road, Wainui
- Gunnera removal Takamatua Creek
- City Care carried out irrigation pipe work for Lower Morgan's Gully , use this for banana passionfruit work and RMC for planting

Recreation/Amenity work

- Misty Peaks Track gate post fixed
- Dangerous fallen tree removed on Diamond Harbour Coastal Track, Morgan's Gully
- New padlocks for slipways
- Duvauchelle Yard weed-eated and sprayed

- Sign in Little River rail yard fixed
- Weed eaten Children's Bay "picnic area"
- Misty Peaks track work, toe drains and culverts
- Misty Peaks track, gorse pruning and filling in ruts
- Survey and discussion on potential track linkages as part of Misty peak and Te Oka Management plans
- Planting Bays preparation for Church Bay residents group planting day
- Track benching Woodills North Track

Marine/wharfs and slipways

- Wharf checks completed, minor works on multiple.
- Drummonds jetty repairs soon to start
- Dalys repairs soon to start
- Akaroa main wharf finished repairs
- Slipways all re-opened and cleaned
- Repairs for Bruce Terrace, Sandy Bay, Wainui and Charteris Bay being planned
- Meeting with DH residents On 22nd to discuss Diamond Harbour wharf plans
- Continuing Naval point development plan support
- Continuing work on Akaroa Wharf plans
- Church bay inspection completed, some work to be done and also opportunity for community to be involved is being looked at.

RMC/community support

- Provided ongoing updates on Covid park management to all RMC's
- Attended Cass Bay RMC meeting
- Attended Lyttelton RMC meeting
- Attended Orton Bradley Board meeting
- Discussion with Rūnanga and Ted Hutchinson on a temporary toilet at Magnet Bay. Port-a- loo to go in for trial.
- Supporting Rūnanga with toilet at te kaio, Tumbledown Bay
- Supporting Whaka Ora planting proposals at Steadfast and Diamond Harbour
- Development Plan for Steadfast being scoped and assigned a PM with regional park support

BANKS PENINSULA 2018-19 STRENGTHENING COMMUNITIES FUND - END OF PROJECT ACCOUNTABILITY REPORT

Group: Akaroa Community Arts Council	Project: Akaroa Community Arts Programme and Operating Costs	Amount Granted: \$5,000	Volunteer Hours: 525	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				
<p>I function as the Chairperson and Programme Design and Funding Coordinator. In the last funding year 2018 / 19 I logged 138.5 hours; 127 hours were paid from our Strengthening Communities grant at \$20 per hour plus GST. Six hours were logged as voluntary plus 20 Chairperson hours. All up, 35.5 logged voluntary hours from me. To be fair, not all hours were logged. These figures do not include FrenchFest hours which do form a large part of our Akaroa Community Arts Council (ACAC) activities every other year but are accounted for separately.</p> <p>Throughout the running of our twelve workshops this last year I have worked with a total of 103 participant artists and twelve tutors. Plus, suppliers and funders. Again, FrenchFest is a different story when I literally deal with hundreds of performers, families, suppliers, craftspeople etc. We are working in partnership with Akaroa Heritage Festival Society to produce The Landing at FrenchFest. Also Akaroa Area School, The Akaroa Silver Exercise Group, and The Gaiety Players – a new children’s group that teaches theatre and musical theatre skills. This is all very exciting as we create platforms and expand our influence and presence around the village.</p> <p>This last year we learned:</p> <ul style="list-style-type: none">• that our young people LOVE Easely-Arty, our tutored drawing class. We planned one of these and held three over the year – by public demand in the school holiday.• that our Life Artists prefer two full day workshops as oppose to three nine weekly classes.• that a four Saturday workshop is easier to sell than a six week one.• not to run more than two courses at once – this literally results in too much choice for people.• that our client base wants art not craft – a subtle difference.• To be careful with our advertising. Our less experienced clients want to make art but are easily frightened off a course if it sounds a bit too high-brow or beyond them. For instance, our ‘Sculpt AlFresco’ was rebranded as ‘Make a Garden Sculpture’ and sold out in two weeks. ‘Time Travel in Oils’ was initially cancelled due to very low registrations. We rescheduled and rebranded it as ‘Learn to paint in Oils’ – success. <p>Our clients are always happy with their experience, loving the chance to try something new and have it made easy for them. I would love to be able to offer more free scholarship places for those who’d like to come along but we just can’t afford it. This has been really challenging as we really only just cover the costs per workshop. Our year saw 93 paid participants and 12 scholarships. Being slightly better than 10% maybe this is OK? We are planning to start a sketching group this year which will be free.</p>				
Who Is Better Off Because of Your Work?				
<p>105 artists have experienced a range of opportunities that they would not have had the chance to try if we had not produced our workshops. We have a lot of retired people coming along which is great to see them trying new things in their advanced years or perfecting their lifelong skills in art. At the other end of the scale, our youngest artists this year were six! And a delight. Our tutors are mostly local people and are given employment opportunities, we are proud to pay them proper commercial rates as befits their skills and fulfils our Arts Council rules. FrenchFest brings performers from 7 years old to 77 together in performance and music; the local iwi and pakeha. There will be 150 performers on the beach this year for The Landing.</p>				
Organisation Comments				
<p>ACAC is now in its fourth year of renewed activity. We literally rose from the ashes in 2016 from a period of dormancy to as we are today, fulfilling our purpose with a full programme of arts events and workshops to offer our community. I’m extremely proud of our achievements, we have a wonderful committee of dedicated and skilled members who all strive toward supporting each other and becoming even better. What can we offer next?</p> <p>Akaroa Community Arts Council would like to again take this opportunity to thank the Strengthening Communities Board for their continued faith and trust in our work. We certainly would not have managed to achieve our goals without this wonderful source of community funding. I also acknowledge the help and encouragement particularly given from Council staff for their patience and encouragement over the last year. It is truly both noted and appreciated.</p>				
Group: Akaroa District Promotions Inc	Project: Akaroa District Promotions Service Delivery	Amount Granted: \$10,000	Volunteer Hours: 3,185	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				
<p>The CCC Strengthening Communities Grant helped fund;</p> <ul style="list-style-type: none">• The summer 2018-2019 Cruise Ambassador programme and other cruise related events over the summer. We worked with our 10 voluntary Cruise Ambassadors and our community through the cruise season.• The Akaroa Seaweeek Event programme - Two staff worked mostly on these events.• The Lumiere d’Akaroa event (1500 people attended this event). This was a collaboration with the Garden of Tane Reserve Management Committee members and Akaroa District Promotions (ADP). It was a highly successful event and one that the community would like to see annually.• A contribution towards the Akaroa Events Coordinator position. <p><u>Cruise:</u></p>				

<p>This was a hugely busy season again with 91 ships, the largest season ever.</p> <p>The Akaroa Cruise Ambassador programme is an essential part of our cruise ship passenger welcoming on all cruise ship days. It is the first welcome the cruise passengers receive and the Cruise Ambassadors do a fabulous job.</p> <p>It is important to acknowledge the work the volunteers do and it is great to have CCC support in order to be able to do this.</p> <p>We always provide morning tea on the wharf for the Ambassadors, do activities with them during the season and we finish the season with a thank you dinner for them. A ‘Cruising Out’ bash for the community to finish took place this year at the Madeira Hotel and was well attended. Everyone enjoys and appreciates this event after a busy season.</p> <p><u>Seaweeek:</u></p> <p>Akaroa District Promotions coordinated and produced a number of events and promotions which ran over the Seaweeek period. The Seaweeek events help focus on our wonderful marine environment. The Seaweeek is gaining momentum over the years and this is the most extensive programme we have coordinated to date.</p> <p><u>Lumiere d’Akaroa Event:</u></p> <p>Lumiere d’Akaroa was a new event for Akaroa and held in the Garden of Tane on the evening of May 18th 2019. This was a free family focused event and many have said that is was the best event ever to have taken place in Akaroa. Particularly because it was a fine example of community getting together, young and old.</p> <p>Approximately 1500 people including local Akaroa residents and visitors attended the event exceeding the expectations of all involved. In the first hour over 1000 people passed through the front entrance to the Garden of Tane where they were greeted and given handouts of the garden trail and artist information. We used a sheep clicker to record numbers! Vendors in the “rocks area” ran out of food early in the evening due to the overwhelming attendance.</p> <p><u>Events Coordinator:</u></p> <p>In December 2018 (named) finished as the ADP Events Coordinator and (named) started on 21 December. The new coordinator (named) has been instrumental in the Seaweeek programme, the Lumiere d’Akaroa event and is now involved in organising FrenchFest event for 11-13 October 2019.</p>				
<p>Who Is Better Off Because of Your Work?</p> <p>With a busy summer cruise season 2018-2019 and 91 ships into Akaroa, the cruise passengers had a busy job. The cruise passengers get a warm and friendly welcome from our Cruise Ambassadors. The Cruise Ambassador programme that Akaroa has is well known throughout the country as a good model for the welcoming of cruise passengers. The volunteers need to be supported and acknowledged which is what we do.</p> <p>We find that events bring people over the hill from Christchurch and Canterbury and we are lucky to have this ready accessible market at our door step. However often Cantabrians need a good reason to come over. Events encourage/entice them.</p> <p>We are now busy organising FrenchFest and ADP is behind this with supplying financial resources for the coordination of this event. The Event Coordinator helps assist other groups in putting events on. Also in developing an events programme for Akaroa. While anyone can put on events in the community, by default ADP has become the events driver in Akaroa. We also help others who may want to put on events in the area and help promote these events. As the marketing and promotions body this goes hand in hand.</p> <p>We leverage off events because they profile Akaroa as being a live and vibrant community, create positive experiences that attract visitors, and increase visitor spending and length of stay. ADP supports and encourages events, but particularly ones that are culturally diverse and artistic and position us as a boutique destination. We work together with other organisations such as Heartlands, the School & CCC so that we are creating new events and not doubling up, but also working cooperatively together in many areas.</p> <p>With the many CCC event documents that are now required for delivering events, many people are put off organising events here locally. Events are taking up much time to organise.</p>				
<p>Organisation Comments</p> <p>Everyone benefits from the events programme, locals and visitors. The more events we can do, the more it helps promote Akaroa as a happening place and the more we can encourage people over the hill to stay to better our economy.</p> <p>Lumiere d’Akaroa was especially successful.</p> <p>Letter from the Banks Peninsula Community Board:</p> <p>“The Banks Peninsula Community Board would like to congratulate you and your team of organisers of the inaugural Lumiere d’Akaroa festival of lights. It was a brilliant festival with a great atmosphere and so well supported by the community, you should be very proud of your efforts. We actually had some photos up on the big screen at Monday’s Community Board meeting; staff and members also attended and were very impressed. The community came out in droves both young and old from across the Peninsula. There were smiles and laughter ‘ooh’s and ah’s’ around each bend in the track and we felt very safe moving along the tracks. What a truly magnificent community event and special thanks to all those involved for a well-designed, very professional lighting display, music and sound effects. Sincere thanks, well done and we look forward to the next event!</p> <p>Please pass our thanks on to Leigh, Lynda and Jane. Pam Richardson, Chairperson-Banks Peninsula Community Board."</p>				
Group: Akaroa Heritage Festival Society Inc		Project: Frenchfest 2019		Amount Granted: \$5,000
			Volunteer Hours: 2,350	Finances Sighted by Staff: ✓
<p>How Much Did You Do And How Well Did You Do It?</p> <p>I have worked with all the committee members multiple times as well as suppliers, making funding applications, correspondence, checking minutes, financials, organising agendas, being aware of all that is happening, responding to many many e-mails, in fact probably in the thousands! Our Festival is held every two years and will happen this year October 11, 12 & 13th. Our committee is predominantly voluntary. We are obviously busier the year of the Festival than we are</p>				

in the non-Festival year. I would spend approximately 12-20 hours per week, sometimes more as we get closer to the event. The Festival has not yet happened – three weeks to go - but we are expecting around 6000-7000 attendees. We are producing the Festival budgeted at \$175,000, which we have to raise over the two years. It is the biggest event on Akaroa’s calendar. The part-time employment of someone to do some of the work required has been a real benefit and made organising the event easier.				
Who Is Better Off Because of Your Work? We have received a much greater local response and support this year in the way of sponsorships, donations, goods and services and accommodation. Also offers of help and assistance. We also focus on producing a family friendly event and this year have circus school on Sunday for those who would like to learn some circus skills, which they can perform together with a couple of circus professionals in the afternoon to show what they have learned. Our whole focus is to celebrate Akaroa’s Maori and European history and showcase our French heritage which makes Akaroa unique in New Zealand.				
Organisation Comments We are doing an attendee survey on the Saturday of the Festival which we would be happy to share with you once we have received it. This will probably be towards the end of the year/early 2020.				
Group: Banks Peninsula Community Development Group Project: Sustainable Banks Peninsula Amount Granted: \$500 Volunteer Hours: N/a Finances Sighted by Staff: ✓				
How Much Did You Do And How Well Did You Do It? A core group of four carry out most of the tasks. We have been active in many projects in the Little River area. Most are in connection with The Okuti River Project planting days and site maintenance, Okuti Hall working bees and maintenance, Love Little River, Keep Little River Beautiful clean up days and community events, such as the Old School event and Easter Egg Hunt. We had to cancel our Old School event due to bad weather, which was disappointing for many who had planned to help and participate. The Easter Egg Hunt was a success though with many kids from the area having a fun time. A week later we were involved in a Drum Retreat, which held a free community concert. The hall hire fee was for this event as the Old school event had to be cancelled.				
Who Is Better Off Because of Your Work? The impact of our maintenance days for The Okuti River Project allow the new native plants to thrive and survive. We are always learning better ways to have an impact on the projects we are involved with. The Old School event had no back up plan for wet weather, as we could not afford an alternative venue and could not use the Okuti Hall due to the small size. The free community drum concert enabled a cultural experience for locals and those participating.				
Organisation Comments We continue to plan and develop our larger projects such as Sustainable Banks Peninsula and have had positive responses from Waste Line as to how this could be achieved. With little funding to employ someone these projects are slowly being implemented but nothing major has been achieved due to this restraint.				
Staff Comments Note: The Banks Peninsula Community Development Group was granted \$500 for the Sustainable Banks Peninsula project, and spent \$284. The Group returned the unspent funds totalling \$216 to the Community Board.				
Group: Community Watch City to Sumner Incorporated Project: Community patrol phone replacements, secretarial support and expenses and stationery costs Amount Granted: \$600 Volunteer Hours: 4,000 Finances Sighted by Staff: ✓				
How Much Did You Do And How Well Did You Do It? Chairman - coordinate with our committee and our approximately 45 members to patrol to help keep crime and graffiti down in our local suburb. We have cars out at least five days a week and on Thursday and Friday nights. Very hard to quantify but (identified site) four years ago, there were over 70 graffiti tags. Now it would be hard to find one. Crime in (identified site) has gone down quite a bit. We understand from the Police that we are certainly a crime deterrent. We belong to a national body that liaises with the Police.				
Who Is Better Off Because of Your Work? The general public who live in our/your electorate.				
Organisation Comments We wish we could have more volunteers so that we could spend more hours on patrol.				
Staff Comments The group's regular patrol area includes the communities from Lyttelton through to Diamond Harbour.				

Group: Diamond Harbour Camera Club Incorporated	Project: Community Outreach Introduction to Photography Course	Amount Granted: \$710	Volunteer Hours: 1,200	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				
<p>The Diamond Harbour Camera Club has 40 members, about 25 of whom meet regularly once per month to hear an invited speaker or to take part in a short workshop to learn new techniques. In addition, members staged exhibitions of photographs at (a) Orton Bradley Spring Fair on October 2018, (b) another for a month in July at Stoddart Cottage in Diamond Harbour, and (c) a day at Allandale for the Governors Bay Community on 30 March to raise money for the Jetty Restoration Fund.</p> <p>Members agreed to photograph the Krayzie Kapers runs at Orton Bradley Park in November 2018.</p> <p>In addition, as a club, we design and produce a calendar featuring members’ photos of the greater Lyttelton Harbour area. This is sold in local outlets and raises funds for the club activities. For the 2020 calendar we sought advice from Te Hapū o Ngāti Wheke at Rāpaki so that the days and month names of the calendar would be given in English and Te Reo Māori – a first, we believe, for a local calendar.</p> <p>With this specific grant from CCC we ran two one-day introductory photography courses for residents in the Lyttelton Harbour Basin. The two days were advertised as a day for adults on 17 August and a day for young people (aged 13 to 18) on 31 August.</p> <p>We employed a Christchurch photographer to teach the course, and planned a session at the Whakaraupō Carving Centre to provide a context for the theme of using photographs to tell a story. In order for those without expensive cameras to be able to take part, we planned that participants would simply use their cell phone camera, and not be distracted by technicalities of ISO number, aperture and so on.</p> <p>To make the logistics of the day easier, we booked the Lyttelton Community Board Room for the teaching of the course, even though this cost more than if we had held the days in Diamond Harbour, as this allowed us to then walk down to the Carving Centre.</p> <p>Posters were designed and printed, and distributed to notice boards in Diamond Harbour (including the Diamond Harbour Library), to the Diamond Harbour Herald, the Lyttelton Information Centre, Lyttelton Review, Project Lyttelton, Te Hapū o Ngāti Wheke and Te Rūnanga ō Koukourārata, and posted several times on the Diamond Harbour and Governors Bay Facebook pages.</p> <p>For the adult course, 14 people registered for the day, with three people failing to arrive on the day. (It was a rainy day, which certainly was the reason for one no-show, and illness was another.) The response to the youngsters’ course was less strong, with just seven youngsters registering interest, and two pulling out the week before, citing NCEA coursework prep. We decided to go ahead with the event, because we couldn’t be sure that moving the date or day would make a difference to the number attending. One of the parents, who was also a club member, attended with the youngsters.</p> <p>Our goal was to have 24 people on each day, so we did not meet that goal, sadly. There could be several reasons, including that we had run a similar course with Cressy Trust funding only in January. In retrospect, we should have involved youth groups in the planning, both for the content and for advice on a suitable date (Saturday sport being given as a reason for some youngsters not applying).</p> <p>The feedback from the adults was very good.</p> <p>No survey was carried out at the end of the day on August 31, but the youngsters seemed upbeat about the day.</p> <p>One of the aims was to allow participants to mix with people they might not meet in the course of their week. The days did allow this to happen:</p> <p>“As a new resident to the community it is a good way to meet and connect with some local people.”</p> <p>“I was particularly interested in the kaupapa (topic) whakairo (carving) and I am keen to join in if the group go back to the carving centre.”</p> <p>“A side issue was when I over-heard a conversation that you were talking to others about planting native trees to attract birds. I found that really interesting and would like to converse with you about that sometime.”</p> <p>In all, 20 people attended the courses, and the overall cost came to \$1,416, split into two roughly equal contributions from Christchurch City Council and Diamond Harbour Camera Club. Each participant’s cost was around \$71 for a 5–6 hour course. This is reasonable for what was a fairly personalised course.</p>				
Who Is Better Off Because of Your Work?				
<p>Extracts from the feedback comments show that participants did learn about various aspects of photography:</p> <p>“It has encouraged me to look at taking photos differently and I'm sure the results will be an improvement on my current attempts! I have think the best thing I learnt was to put things in a setting to make a more complete story.”</p> <p>“The best thing that I learnt from the day was the story telling of photography.”</p> <p>“His ideas were an inspiration and I feel encouraged to take more photos than I currently do . . . However I feel I have gained a new prospective on photography in general.”</p> <p>“I am keen to continue my photography and improve my photos.”</p> <p>“I will probably not join your camera group, because of the distance factor and night driving to get to meetings. But may consider joining another club closer to home.”</p>				
Group: Diamond Harbour Youth and Community Trust	Project: Diamond Harbour Youth and Community Programmes	Amount Granted: \$10,000	Volunteer Hours: 1,312	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				
<p>Youth leader volunteers - 600 youth leader hours. Family event volunteers - 220 hours. Van driver volunteers - 312 hours. Trustees - 200 hours. TOTAL - 1312 hours.</p>				

<p>We were able to relaunch the trust in 2018. We employed a part time youth and community worker, who ran weekly and fortnightly programmes for around 20-30 young people in the Diamond Harbour community. We ran five big community events for the families of Diamond Harbour with attendance of 50+ people at each event. In conjunction with a local church we ran a Christmas fun afternoon in December 2019 which included crafts, a bouncy castle and music, which was attended by over 100 people. We continued our fortnightly shuttle service to Christchurch city for the elderly and vulnerable, taking anywhere from four to eight people on each trip. The programmes and events were very well received by those who participated and we received tremendous feedback throughout the year.</p> <p>We were able to create a safe, fun and inclusive place for young people to regularly gather, which filled a gap in the community. We were able to reconnect high school students with senior students of the primary school, who otherwise did not have a forum to hang out together anymore now that they were at different schools. The popularity of our programmes spoke for itself by the regular attendance numbers which grew throughout the year as the word got around. We received positive feedback from parents, school staff and local business people around the work we were doing with young people.</p> <p>We were able to provide families with local fun community events to be a part of. This saved them having to travel into town on those weeks to participate in a similar type of event. The events were well run and well attended and showed us the need for inclusive local family events, especially in winter when options for going out locally as a family are limited. The elderly and vulnerable in the community were able to continue living in the community as they had a life line to the city to meet their needs. Our service runs every fortnight year round so everyone can be certain of their ability to get into town.</p>				
<p>Who Is Better Off Because of Your Work?</p> <p>Young people, especially the 11 + age group. Elderly and vulnerable people, who were able to travel to town. Families who were able send their young people with ease to quality run local events. We created volunteer opportunities for those wanting to work with young people, their families and the elderly.</p> <p>It strengthened the sense of community in Diamond Harbour. We were supported in our events by the local 'On The Spot' store, the School, sports clubs, the Church, Orton Bradly Park and other members of the community. We were able to include all of these groups and people in our events, which helped connect the community together and show young people in a positive light. For example, we ran a progressive pizza night, which required young people to travel around to local peoples' households in the evening to retrieve ingredients. This saw them visiting local Fire Service volunteers, church members and teachers. Everyone enjoyed their role and there was great positive inter-generational interactions.</p>				
<p>Organisation Comments</p> <p>In late 2018 our part time community and youth worker stepped down from the paid role as they planned on moving overseas. We were able to continue running our programmes with the volunteers we had and our employee carried on in a volunteer capacity until they moved overseas in May 2019. We managed to run further youth and community programmes in 2019 through the willingness and dedication of our volunteers. We were very grateful that through a targeted recruitment process we were able to fill the vacant role over the 2019/2020 summer period. This has brought us back to strength as we have a dedicated person coordinating and overseeing our events. We are looking forward to our programmes and services going from strength to strength through 2020 and being able to serve the needs of the community.</p>				
Group: Little River Craft Station Incorporated	Project: Little River Information Station	Amount Granted: \$6,500	Volunteer Hours: 2,350	Finances Sighted by Staff: ✓
<p>How Much Did You Do And How Well Did You Do It?</p> <p>We assist travellers with information to visitors 364 days of the year, 9 – 5 pm. We promote businesses and places of interest in the Banks Peninsula area and Christchurch. We assist with information about the Little River Railway Station and its history, and the Peninsula history. We also display a notice showing our appreciation of the CCC support.</p> <p>The feedback from our visitors is favourable and they appreciate the time spent with them to assist with their travel or inquiry. All goals and targets have been reached.</p>				
<p>Who Is Better Off Because of Your Work?</p> <p>Visitors, including local, national and international visitors such as the many cruise ship passengers who visit us at Little River learn something about our area. All age groups, including school groups, scouts, guides, rail trail cyclists, rest home residents on their outings, boaties, rock climbers, railway enthusiasts, family history researchers, campers, and picnic people benefit from our Information Station.</p>				
Group: Little River Support Group	Project: Little River School Pool	Amount Granted: \$2,500	Volunteer Hours: 1,500	Finances Sighted by Staff: ✓
<p>How Much Did You Do And How Well Did You Do It?</p> <p>The school pool is used every day in Terms 4 and 1 of the year. It is used by approximately 100 school children every week day and then after 3pm is open to the community, where it gets used by approximately 50 families over the summer months. The pool is open every day from 8.30am until 7.30pm. We employ one person to maintain the pool throughout the season and during Term 4 we employ a swimming coach.</p> <p>Our children are learning to swim (not just the ones whose parents can afford to drive them 45 minutes one way and pay for lessons). That is our goal and it is being met.</p>				
<p>Who Is Better Off Because of Your Work?</p> <p>As above our children are learning to swim and be confident around water from a young age. The swimming pool is also a place where locals can come together and meet. New people arriving in Little River can make friends at the pool. You will often see families swimming and then sharing food on the lawn. It is a valuable asset not only to our school community but the wider community as well. It provides two part time jobs within our community.</p>				

Group: Lyttelton Community House Trust	Project: Community House Capacity Building	Amount Granted: \$25,000	Volunteer Hours: 6,000	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				
<p>Lyttelton Community House has a large and stable volunteer base. Three times per week volunteers deliver meals to local residents and Diamond Harbour. We also have regular volunteers who help with the Tuesday community lunch, monthly coffee mornings, driving people to various appointments, for example hospital visits, the annual Christmas lunch and various other events.</p> <p>This year our meals numbers are up and climbing. We have two experienced cooks who prepare meals from scratch and we try and cater for all needs (other than gluten free due to the size of our kitchen). In the past we did not cook on Public Holidays throughout the year, but in the last year we have changed this due to the good nature of our cooks who usually deliver on those days to give the volunteers a break. We continue to provide social services, or at least help to direct those in need to the best places. We are lucky to employ two registered social workers with years of experience. Housing and addiction issues continue to be mainstream for us.</p> <p>Our financial position is stronger and we were able to purchase two new leather sofas to replace the old, tired and somewhat dirty cloth covered sofas. We were fortunate that Harvey Norman were able to give us the sofas at cost plus GST. We are saving for a commercial dishwasher and this is the next big ticket item we need.</p> <p>The Tuesday community lunch is still a favourite with numbers up to 18, particularly in the winter. Our monthly morning teas at the fire station (no charge for venue hire) are also popular and we generally have between 25-30 people in attendance. We have speakers at these events too.</p> <p>Feedback from clients is always positive. There are some clients who need more time and extra support and we are happy to look after those clients. An area where we feel particularly pleased about is our volunteer base who have all been with us for many years, we appreciate their time so much.</p>				
Who Is Better Off Because of Your Work?				
<p>We have a number of people who come almost every day to Lyttelton Community House (LCH) and it is part of their routine. Our view is LCH is their home and we want them to feel comfortable. We supply coffee and tea, the newspaper, a computer and there is always someone available to chat to. This facility helps with social isolation and loneliness, which is a key aspect of our service.</p> <p>Our meals delivery service is also beneficial to the elderly and ill. We deliver five square meals each week and a dessert on a Friday. The food is nutritional and tasty and cooked from scratch. Delivering meals also means we get to check on the elderly and have a chat, it's a good way to make sure they are ok in their homes. This year we moved from plastic containers to reusable glass containers and we are pleased with the results.</p>				
Organisation Comments				
<p>Two years ago we faced closure and we feel this would have been a real issue for Lyttelton. We are thrilled that funders like CCC recognized the need for our service and came to the party in order to keep the doors open. If funders continue at the level of funding we currently receive we will be able to continue.</p> <p>We'd like to say thank you for your support.</p>				
Group: Lyttelton Information and Resource Centre Trust	Project: Lyttelton Review	Amount Granted: \$6,270	Volunteer Hours: 1,196	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				
<p>The review is a bi weekly publication. Prior to this interviews are undertaken in the community and articles are written</p> <p>The email subscription to The Review is up to 990 and we produce 160 hard copies and are often asked for more. Now it can also be accessed through both our website and Facebook and this can be up to 200 views. We are confident that the number of people accessing this publication reflects the quality of what we produce.</p>				
Who Is Better Off Because of Your Work?				
<p>The community as a whole benefits from The Review as we keep all informed on the local events, local interests and people of the harbour. It enables all to feel a connection to all within the community</p>				
Organisation Comments				
<p>The Review is a great tool to keep the people within the harbour and those who leave it connected. People enjoy reading it, being in it and adding their own contributions to it.</p> <p>It is an important tool for the Information Centre to share all the harbour happenings with our community. Without the hard copies information sharing would rely solely on computers and there are many in our community who do not use them and this would exclude them from being informed. Thank you for allowing us to provide this service.</p>				
Group: Lyttelton Seafarers Centre Charitable Trust	Project: Lyttelton Seafarers Welfare Centre	Amount Granted: \$10,000	Volunteer Hours: 2,600	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				

<p>We have served around 3,000 seafarers over the last year. We open the Seafarers Centre from 7 to 10pm Monday to Sunday. We provide a place for seafarers to spend time in while in the Port. They contact their friends and family at home over the free Wi-Fi. We provide free food, clothes, books and anything else they require.</p> <p>We provided an excellent service to seafarers who do not have much support. They have very difficult lives and we provide someone to talk to and we look after their basic needs. The seafarers are very happy with our services. With this grant we were able to open on Saturday and Sunday nights, which was so important to provide our services every night of the week.</p>				
<p>Who Is Better Off Because of Your Work?</p> <p>This year there has been a large increase in the number of welfare concerns that we have been involved with. We have been able to open the Centre and be available for seafarers to talk to if they are having issues such as not being paid, health and safety concerns and mental health issues. We work closely with other Seafarers Centres throughout the world to exchange information about welfare concerns. We were able to open the Centre for additional hours when there were ships in Port which have reported issues and pass on the information to the International Transport Federation, who were able to provide further assistance with the backing of New Zealand laws to resolve serious issues.</p>				
<p>Organisation Comments</p> <p>I believe we have done a great job providing a much needed service to the seafarers in the Port of Lyttelton. Our major struggle before receiving this grant was that we needed to be open for additional hours which was difficult only relying on volunteers. This grant has made a huge difference as we were able to open Saturday and Sunday nights every week.</p>				
Group: Project Lyttelton Incorporated	Project: Activities and Events (Year 2 of 3)	Amount Granted: \$18,000	Volunteer Hours: N/a	Finances Sighted by Staff: ✓
<p>How Much Did You Do And How Well Did You Do It?</p> <p>1. Two Coordinators, one for the Lyttelton Timebank and one for the Community Garden, have been employed and funded as indicated in the application for the whole year. Timebank goes from strength to strength with the Coordinator taking a lead in working with primary school students on the potential of time bank and skill sharing in school, Community Grown dinner and Creative Sampler events.</p> <p>The \$9,500 received from Strengthening Communities for the Manager’s role funded the position from 1st September 2018 until 19th December 2018. The role was then devolved and shared between three roles: well-being, communication and funding with a central coordination function being undertaken by a weekly Support Circle.</p> <p>The departure of the Manager at end December 2019 provided the catalyst for Project Lyttelton to look at new ways for the organisation to grow and after considerable discussion, a group decision was made for Project Lyttelton as a team to take on the leadership of the organisation.</p> <p>Functions considered essential – communication, staff welfare/management and funding are undertaken as additional tasks by different individuals within the organisation who expressed interest and had skills in these areas. Weekly Support Circle meetings take place to which any one can attend and provide the overall coordination of the organisation.</p> <p>2. A very successful and popular Summerfest took place in February 2019 with live entertainment, music, children from Lyttelton Primary school were also involved performing, food, suitcase market and film nights in the Lyttelton Rose Garden every Friday in February.</p> <p>Pizzas cooked in the Community Garden pizza oven were available to purchase and were used as a fundraiser for local community groups, for example the school camp, Lyttelton Library of Tools and Things, Rugby Club.</p> <p>Every film night was very well attended with many people going to all events. A wide range and variety meant that all ages came together having an amazing community feel.</p> <p>Participants came from right across the community in particular the involvement of the young members in the live entertainment came from the younger members gave the opportunity to showcase the immense talent within Lyttelton.</p> <p>3. Following on from the hugely successful fashion parade in 2017 the Garage sale worked with pupils from Lyttelton Primary School to upcycling clothes for the upcycling market. Groups of students investigated what was available in the Garage Sale and then worked with the team to fashion outfits which were then showcased at the upcycle market.</p> <p>The fashion show in 2017 was a huge undertaking and it was felt that the upcycling market was a stepping stone to undertake a market summer 2019/20 and that the Garage Sale fashion show would be a bi annual event with supporting and working with the school would be on going.</p> <p>In future this will become a Timebank event with direction and leadership taken by the school, workshops, markets and mini fashion show.</p> <p>4. Four film nights were run as part of the Summerfest festival – each Friday night in February with one event regrettably having to be cancelled at the last minute due to bad weather.</p> <p>Film nights remain very popular with families, couples and all parts of the community coming down to have a picnic and watch the movie in the Rose Garden. The live entertainment per film has become particularly important with a whole range of different people, talents and abilities showcase for all to see. It was also utilised as a fund raiser for several projects with pizzas being cooking in the Community garden and sold which is an aspect that we will be looking to take forward in the future to enable small groups in Lyttelton to be able to raise small amounts of funds.</p> <p>5. The Community Grown dinner this year was organised by Timebank with a team including an intern from the UK organising volunteers to cook food, lay tables, provide entertainment and clean up.</p> <p>The event was held in Trinity Hall and all the food was prepared and cooked by members of the local community, entertainments as also provided by locals and the event was a waste free event with everyone attending brining their own plates, cups etc.</p> <p>The feedback received was that it was an incredible night, and everyone wanted to do it again more often that once a year.</p> <p>6. Timebank has introduced the concept of Creative Samplers and have held 4 Samplers around food, repair café, preparation for Ka Awatea which has provided a unique way of bringing people together over craft and arts.</p>				

<p>The Community Garden has been utilising the pizza oven with events for the Youth Group, Lyttelton Primary School, Rugby Club.</p> <p>With themes such as recycling and upcycling, the Rose Show, repair cafe and Ka Awatea preparations these events respond to the needs in the Community and the Creative sampler concept will be developed further within the context of the REC Centre activation and around community focussed events such as Ka Awatea.</p> <p>The Community Garden ran a series of informal workshops in spring and was excited to host the pizza cooking for the Summerfest and to welcome the Youth Group into the garden for pizzas.</p>				
<p>Who Is Better Off Because of Your Work?</p> <p>1. There is increased interest and involvement from all aspects of Project Lyttelton (PL), paid staff, volunteers, community members and Board members not only in their own projects but in what is happening across the organisation. More concentration on communications has enabled PL to establish a more constructive and regular communication with the wider community with newsletters and news articles. Many more voices are being heard and different energies are coming forward which is good for all those involved in PL, PL itself as an organisation and the wider community with greater representation.</p> <p>2. Summerfest is a community festival that brings everyone together to enjoy the best of Lyttelton and the weather just as people return from holidays and time away. It's a key note event in the Lyttelton calendar. It provides an opportunity for people to come together and enjoy both local and international art talents utilising local resources such as the Rose and Community garden to showcase the best of what Lyttelton has to offer.</p> <p>Great relationships were built between the Community Garden, school, Rugby Club and Timebank.</p> <p>3. Students from Lyttelton Primary School spent many hours trying out outfits, working with a whole range of Garage Sale members as well as the enormous fun and excitement received a huge amount of support from the Garage Sale team in organising their upcycling market.</p> <p>The Garage sale team are also more comfortable with the concept of a bi annual event as this allows it to become a regular event that is manageable in terms of organisation and time management.</p> <p>4. The whole community benefits from having the opportunity to come outside in their community and share in a range of main stream, independent and children's movies.</p> <p>5. Getting people together to enjoy food, inspire conversation, connection and participation around food goes to the core of what community is. The event demonstrated what could be done through mobilising the community and the resources held by the community in terms of produce, organisation and entertainment. It has inspired more pot luck events and will be repeated next year in this format.</p> <p>6. The Creative Sampler concept allows for focus on different aspects of crafts and arts allowing people to try different things with a wide range of people both attending the events and running the workshops. Timebank also organised a suitcase Christmas market in Albion square which proved very popular.</p>				
<p>Organisation Comments</p> <p>At the beginning of 2019 Project Lyttelton undertook to have a flatter more empowering organisational structure to allow everyone to have areas of decision making and to operate without a general manager. It was recognised that there were three areas of the previous manager's role that required specific skills and interest to take forward: wellbeing, communications and funding and these roles have been recruited to support each project's Advisory Group to take on more of the decision making. A regular weekly Support Circle meeting enables anyone to join and discuss the management of Project Lyttelton and provides a forum to discuss upcoming events and projects and to discuss issues and challenges that individuals or projects are experiencing. The structure is being reviewed regularly and changes and training are taking place to support everyone in the organisation to be an active member of the Project Lyttelton team.</p>				
Group: Project Lyttelton Incorporated		Project: Lyttelton Youth Programme		Amount Granted: \$5,280
			Volunteer Hours: 3,500	Finances Sighted by Staff: ✓
<p>How Much Did You Do And How Well Did You Do It?</p> <p>The Lyttelton Youth Group – At present three sessions are held each week and continue throughout the year including school holidays. One group caters for Year 7 and up and is a mixed group, the Wednesday group is a girl's only group and the Friday session is an older high school group. Each session has a paid coordinator and numbers are consistently increasing with between 10-30 young people attending each session (varies between sessions).</p> <p>The Lyttelton Youth group numbers are increasing across the groups as young people get to hear about what's happening. The Girls group this year have had sessions in surfing, Waka Ama, yoga, dance, skateboarding and it is hoped to extend this to the mixed group next year (dependent on available funding).</p> <p>Recent Community surveys undertaken in Lyttelton have indicated that local people are concerned about resources and facilities for the young people of the community and identified a need to provide ways that young and old can get together, ways to increase community connection. Project Lyttelton though its youth group and other community activities looks to enhance these opportunities.</p> <p>In addition, Project Lyttelton currently runs the following projects:</p> <p>The Lyttelton Garage Sale – The Garage Sale opens 4 times per week all year (with a Christmas break). The project is run by a paid coordinator with at least 3 to 4 volunteers at each session. The Garage Sale is well recognised and well used by the whole community.</p> <p>The Lyttelton Farmers Market – A well-established iconic farmers market in Christchurch the Lyttelton Farmers Market is held every Saturday and is used by 1,000s of people from both the Lyttelton community and across Christchurch.</p> <p>The LIFT Library – Books, DVDs and other resources are available to borrow from the Lyttelton Recreation Centre during opening hours. Monthly film nights are held in Lyttelton featuring films of environmental or economic importance. Resources and presentations are also given to other organisations across Christchurch.</p>				

The Lyttelton Community Garden – The Garden is open to visit every day with a regular working session run every Wednesday by the coordinator and includes a shared lunch. Presently 4-5 volunteers attend every Wednesday with the Garden being used for fundraisers by the school and youth group through its pizza oven. The Garden also houses a nursery for native plants for the local reserve.

Festivals and Celebrations– Project Lyttelton runs two main events during the year with a host of smaller events throughout the year. Summerfest runs over 4 weeks in summer with a film and entertainment event each week attracting attendance from across the Harbour basin and from wider Christchurch. Ka Awatea – a celebration of Matariki is a 10 day celebration attracting artists, local and people from all over Christchurch to come and experience local events utilising the best that Lyttelton has to offer. The Creative Sampler – workshops held regularly throughout the year and have included lanterns for Matariki, food, crafts etc all utilising the skills of local people to run workshops through timebank credits. These events are always attended by a wide range of ages and interests.

The Lyttelton Recreation Centre Activation Project – Leading the way through a pilot working partnership with Christchurch City Council to activate the Recreation Centre on behalf of the community. Regular group of volunteers now established and opening the Centre and a Community Steering group has now been formed to manage the Centre.

The Lyttelton Time Bank – The Timebank operates everyday with over 700 members and with a coordinator now in Lyttelton and Diamond Harbour. A regular broadcast is circulated widely each week and pot lunch dinners and other Timebank events organised.

The Fruit and Veg Collective – The Collective provides the community with access to a reasonably priced bag of fruit and veg every Wednesday. Seasonal variation in numbers ordering bags with an average of over 50 bags per week bring provided.

Welcome bags – produced locally and given to all new residents of Lyttelton – provided when needed.

Regular monthly newsletter and regular posts on Facebook.

The Lyttelton Garage Sale consistently receives very positive feedback. Local groups use Garage Sale sessions to fund raise for their own organisations which enables groups such as the Scouts, the local Choir etc to raise \$200 - 300. Donations remain good.

The Lyttelton Farmers Market attendance remains high and new stall holder inquiries are made regularly.

The LIFT Library membership is steady, and borrowing has increase since its relocation to the Lyttelton Recreation Centre. Donations of books has increased this year. The Lyttelton Community Garden is flourishing with new raised beds due to be completed this winter and with growing volunteer numbers and interest from the wider community.

The recently held Ka Awatea Celebration has received incredibly positive feedback from all involved and attended. Concentrating on local smaller events the whole celebration was focused on the community connecting with each other and with Matariki. Summerfest attracted attendance from across the Harbour basin and from wider Christchurch. The Creative Samplers not only attract local people to attend but to also run the workshops enabling people to connect over craft, cooking and festival preparations. The Lyttelton Recreation Centre Activation Project has growing trust and mutually understanding being developed by the team activating the Recreation Centre which demonstrates the amount of work and enthusiasm going into this project. The development of an agreed framework document underpins the progress made by the joint project.

The Lyttelton Timebank membership continues to grow and the Lyttelton Timebank is now working with Timebanks across Canterbury looking at ways the system can work together. Operates everyday with over 700 members and with a coordinator now in Lyttelton and Diamond Harbour.

Across the organisation the regular monthly Project Lyttelton newsletter membership is continuing to grow and Project Lyttelton has improved its communication looking to keep the whole of the Lyttelton community informed about what is happening in this dynamic community.

Who Is Better Off Because of Your Work?

The impact of Project Lyttelton’s many projects go right across the community. From enabling people to purchase fresh produce from the Farmers Market and the Veggie cooperative, to providing a recycling op shop to both purchase and donate, a community garden for many people to enjoy in a variety of ways and Festivals that appeal to old and young Lyttelton community as whole can benefit from the activities of Project Lyttelton. The Youth Group in particular has enabled a space for the young people of the community to meet, experience activities and a connection to the place they live but do not attend high school.

Organisation Comments

At the beginning of 2019 Project Lyttelton undertook to have a flatter more empowering organisational structure to allow everyone to have areas of decision making and to operate without a general manager. It was recognised that there were three areas of the previous manager's role that required specific skills and interest to take forward: wellbeing, communications and funding and these roles have been recruited to support each projects Advisory group to take on more of the decision making. A regular weekly Support Circle meeting enables anyone to join and discuss the management of Project Lyttelton and provides a forum to discuss upcoming events and projects and to discuss issues and challenges that individuals or projects are experiencing. The structure is being reviewed regularly and changes and training are taking place to support everyone in the organisation to be an active member of the Project Lyttelton team.

Group: Royal New Zealand Plunket Trust	Project: Plunket Lyttel Tumblers	Amount Granted: \$1,500	Volunteer Hours: 4,000	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				
<p>From 1 September 2018 through 19 August 2019, the Lyttel Tumblers programme was held every Thursday from 9:30am to 11am at the Lyttelton Recreation Centre. A total 646 families attended during this period. This represents a minimum of 1,300 participants since one family represents a caregiver/parent and at least one child. Many families attend with more than one child.</p> <p>Participants were satisfied with the programme over the past year as it has provided a local safe play space for young children, provided a chance for parents to meet one another and connect, and also, provided an opportunity for children to move and explore how their bodies work.</p>				
Who Is Better Off Because of Your Work?				
<p>The families who attend the Lyttel Tumblers programme are better off and report that this programme is a life saver for them as it provides a fun environment for play and learning. Moreover, it is a local programme and accessible for families with young children. The numbers of attendees represent the need for such a programme for children ages 0 -4. Here is a quote from an interview with one mother, Sarah, who has attend the Plunket Lyttel Tumblers programme for 4 years with two of her children:</p> <p><i>“This is the most amazing programme to have here in the community. The toys, the ability to come play in any type of weather, and the socialisation for kids and parents are wonderful. The free form of play is unlike anything else. We are so blessed to have this programme.”</i></p>				
Organisation Comments				
<p>First, we are very thankful for the support of the Christchurch City Council. The high numbers of families who participate in the weekly Lyttel Tumblers programme demonstrate that there is a need. We continue to look for solutions to make this programme sustainable. At this time we must seek grant support from local funders for this programme. If possible, it would be helpful if the Council could reduce or forgive the hire rate for the Recreation Centre space.</p> <p>We are also exploring the possibility of applying to the Ministry of Education (MOE) to make this programme an MOE playgroup. We are in discussion with the MOE about the process.</p>				
Group: Te Hapu o Ngati Wheke Incorporated	Project: Whanau Engagement	Amount Granted: \$5,900	Volunteer Hours: N/a	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				
<p>The funding enabled us to take a group of kaumātua and rangatahi to the annual hui Ngāi Tahu event in Invercargill to enable them to engage in whakawhanaungatanga with their relations many of whom they rarely get to meet with. This is very important to strengthen the bonds and to add meaning to life especially for the kaumātua.</p> <p>The funding also supported a rangatahi initiative for 12-16 year olds that brought them together for a week long noho and wananga to learn Wheketaka with a range of activities including rongoā, mau rākau, waiata, pakiwaitara and purakau.</p>				
Who Is Better Off Because of Your Work?				
<p>Refer above.</p>				
Organisation Comments				
<p>Not applicable.</p>				
Group: Tectonic Tones	Project: Tectonic Tones Choir	Amount Granted: \$500	Volunteer Hours: 60	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				
<p>Average attendants at choir practice per week 20, although we have 32 members all together. We met for 42 weeks last year. Our core group is about 28 members although not all are able to attend every week. People see value in the \$10 per session fee which covers the cost of our fortnightly paid director. We also have an unpaid director on alternate weeks. All visitors attend the first session free. Our one day workshop attracted a few new members who have become regular attendees.</p>				
Who Is Better Off Because of Your Work?				
<p>Once each month after practice we have a shared dinner which is an important social aspect of the choir. Many travel from the outer bays of the Peninsula to attend the choir.</p>				
Organisation Comments				
<p>The one day workshops where we host a visiting choir director provide an important incentive for our continued improvement as a choir, as well as attracting possible new members.</p>				

Group: The Little River Wairewa Community Trust	Project: Little River Big Ideas	Amount Granted: \$16,500	Volunteer Hours: 5,000	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				
<ol style="list-style-type: none">Community connectedness - We organise regular events and various programs. These have established overall well-being, increased communications amongst residents, created stronger community connections, volunteer support, building connections between our young and elderly and created a strong community family. We encouraged the participation of various groups when organising events.<ul style="list-style-type: none">Seniors Hui – 40 plus attendees; Community Breakfast – 200 – 250 attendees; Volunteer Thank you – Spring Fling Dance - 150 - 200 attendees; Easter Egg Hunt – 60 attendees; Pumpkin Festival Stall holder – 150 people through the stall.We have increased communication with the community and wider area through advertising in our local newspaper, flyer drops, website and Facebook page. Social media has played a big part in raising the awareness of the Trusts “what's on" community calendar of events and groups in our area, with increased community engagement. Drop-in sessions are run weekly to enable face to face meetings with members of the community. These are held centrally in the Little River Service Centre.<ul style="list-style-type: none">Akaroa Mail reaches all Banks Peninsula; Mailbox drop reaches 500 people; Facebook Page and website reach nationally and internationally with an increasing number of hits; Members of the community can come and find out about the Trust and how we can assist them.We have created “welcome packs" for our new residents. These are hand delivered with a friendly meet and greet session. This has helped to establish community integration.<ul style="list-style-type: none">18 bags delivered, which contain relevant information about local businesses and activities, a local phone book, a native plant for their garden, etc. The local postie and community members informs us of new people arriving in the area.Working alongside our local Community Advisor and various community groups in promoting and supporting greater community resilience and connections, for example Love Little River, Little River Big Ideas, Banks Peninsula Community Board, Christchurch City Council and Living Streams Nursery.<ul style="list-style-type: none">Working Party Community Plan completed, producing the document, "Little River Big Ideas," which was endorsed by the Banks Peninsula Community Board and Council; New subcommittee, “Little River Village Planning Committee” – attend meetings, take minutes and follow up on completing actions; Administration for this group as required.Elderly - We hold an annual Seniors Hui, which is a chance for a gathering of older residents and ex-residents held at the Wairewa marae.<ul style="list-style-type: none">40 people attended and was thoroughly enjoyed with the local Playcentre catering, the younger members of our community mixing with the seniors.				
Who Is Better Off Because of Your Work?				
<p>The Trust needs a Coordinator to coordinate projects from the Little River Big Ideas Plan between the Little River Wairewa Community Trust and other local and Banks Peninsula organisations together with relevant CCC staff, ensuring that the ideas and aspirations of the community members, which were recorded and documented in this plan for the town centre, will be brought to fruition for the benefit of the community and visitors.</p> <p>Community Events are requested in the Little River Big Ideas document. The Banks Peninsula Walking Festival is an annual event that offers guided walks all over the Peninsula in November each year. The guides who are all volunteers, bring a huge wealth of knowledge and experience beyond access to tracks, reserves and private land. Over 450 people took part in this year’s walks.</p> <p>Walkways project: with consultation with the landowners in the area we are planning a walkway to provide access to Okana River for residents and visitors, a second track will take walkers to a lookout point to enjoy the vista of the surrounding hills, picnic sites and nature study, This will offer activities for visitors to partake in, greater awareness and use of the Heritage Park and establishment of a future sculpture trail, and enhanced awareness of the cultural and conservation values of this environment.</p> <p>Children's Playground: We are planning and designing a Children's playground along with help from CCC staff and input from the local children and community members. At the Community breakfast (with over 250 people including CCC Staff attending) everyone had the opportunity to let us know what they loved/wanted in the design of this playground area.</p>				
Organisation Comments				
Not applicable.				
Group: The Loons Club Incorporated	Project: Venue Operational Costs	Amount Granted: \$5,000	Volunteer Hours: 15,000	Finances Sighted by Staff: ✓
How Much Did You Do And How Well Did You Do It?				
<p>This grant was used for operating costs, such as power and insurance, and was very helpful to us for the 12 month period. With the help from CCC we were able to cover the costs of insurance and power while we were still in the rebuild phase.</p>				
Who Is Better Off Because of Your Work?				

Ultimately Lyttelton, surrounding districts and Christchurch will benefit from the Loons completing the theatre rebuild. In the meantime The Loons Club Committee thank CCC for their support over a number of years.

Organisation Comments

The big news is we have been granted \$981,000 from the Minister of Culture and Heritage. Finally we will able to finish the rebuild and open for service.

Banks Peninsula Discretionary Response Fund 2019/20		Board Approval
Previous BUDGET	\$22,951.00	
Transfer of remaining unallocated funds (to be determined) from the 2019/20 Strengthening Communities Fund to the 2019/20 Discretionary Response Fund	\$18,735.00	
Returned grants	\$2,000.00	
Total BUDGET	\$43,686.00	
ALLOCATIONS MADE:		
Discretionary Response Fund		
Board Project: Summer with your Neighbours	\$3,000.00	5/08/2019
Board Project: ANZAC Day Services	\$2,000.00	5/08/2019
The Akaroa Gallery Inc - The Kelliher Art Trust Touring Exhibition	\$1,000.00	19/08/2019
Royal New Zealand Plunket Trust - Lyttel Tumblers Programme	\$640.00	18/11/2019
Diamond Harbour Bridge Club - Dealer 4 Card Shuffler Machine	\$2,000.00	18/11/2019
Wainui Residents Association - BBQ	\$200.00	18/11/2019
Okains Bay Enhancement Society - working bee and bbq	\$5.00	18/11/2019
Diamond Harbour School - Swimming Pool Holiday Hours	\$1,550.00	2/12/2019
Christchurch City Council - Norman Kirk Memorial Pool Lifeguards	\$4,200.00	16/12/2019
Governors Bay Community Association - Governors Bay Community Fete	\$1,600.00	17/02/2020
Lyttelton Information and Resource Centre Trust - Harbour Brochure	\$6,000.00	17/02/2020
Diamond Harbour Youth and Community Trust - Diamong Harbour Youth Project	\$3,796.00	8/06/2020
Lyttelton Boat Safety Association - Historic Lyttelton Rowing Club Building Rescue	\$2,000.00	22/06/2020
Banks Peninsula Community Board - Summer With Your Neighbours	\$3,000.00	To be
Banks Peninsula Community Board - Community Service Awards 2021	\$2,995.00	revoked
Little River Railway Station Trust - Telephone Box	\$1,400.00	22/06/2020
Discretionary Response Fund Allocated	\$35,386.00	
Youth Development Fund		
Ruby Baynes	\$300.00	9/07/2019
Benjamin Baynes	\$300.00	9/07/2019
Ellie Stephenson	\$100.00	9/08/2019
Anne-Marie Beach	\$100.00	9/08/2019
Ruby Gilligan	\$200.00	8/10/2019
Elanor Manning	\$300.00	17/02/2020
Youth Development Fund Allocated	\$1,300.00	
TOTAL: Discretionary Response Fund Unallocated	\$7,000.00	
Pending Board Approval		
Pending Board Approval Balance	\$0	
TOTAL: Discretionary Response Fund Remaining if Pending approved	\$7,000.00	
Shape Your Place Toolkit	\$ 7,000.00	
<i>Allocations Made</i>		
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	
TOTAL: Shape Your Place Toolkit Unallocated	\$ 1,220.00	

12. 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.

13. Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987.

I move that the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7.

Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the local authority.”

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
14.	APPOINTMENT OF MEMBERS OF THE LYTTELTON DESIGN REVIEW PANEL, AKAORA DESIGN REVIEW PANEL AND AKAROA MUSEUM ADVISORY COMMITTEE	S7(2)(A)	PROTECTION OF PRIVACY OF NATURAL PERSONS	THE REPORT CONTAINS INDIVIDUALS' EXPRESSIONS OF INTEREST, WHICH CONTAIN PERSONAL INFORMATION.	<p>20 JULY 2020</p> <p>THE NAMES OF SUCCESSFUL APPLICANTS AND THE REPORT (EXCLUDING THE ATTACHMENTS BELOW) CAN BE RELEASED PUBLICLY AS SOON AS ALL APPLICANTS HAVE BEEN NOTIFIED OF THE BOARD'S DECISION.</p> <p>THE APPLICANTS' EXPRESSIONS OF INTEREST AND THE STAFF ASSESSMENT MATRIX CAN NEVER BE RELEASED PUBLICLY AS THESE CONTAIN PERSONAL INFORMATION. THE WITHHOLDING OF THIS INFORMATION IS NECESSARY TO PROTECT THE PRIVACY OF NATURAL PERSONS.</p>

