

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

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**Date:** Monday 1 February 2021  
**Time:** 10am  
**Venue:** Lyttelton Community Boardroom,  
25 Canterbury Street, Lyttelton

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**Present**

Chairperson	Tori Peden
Deputy Chairperson	Tyrone Fields
Members	Reuben Davidson
	Nigel Harrison
	Howard Needham
	Jamie Stewart
	Andrew Turner (arrived 10.45am)
	Scott Winter

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**1 February 2021**

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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:** Reuben Davidson

The agenda was dealt with in the following order.

## 1. Apologies / Ngā Whakapāha

**Part C**

### **Community Board Resolved BKCB/2021/00001**

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

Tyrone Fields/Reuben Davidson

**Carried**

## 2. Declarations of Interest / Ngā Whakapuaki Aronga

**Part B**

There were no declarations of interest recorded.

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

**Part C**

### **Community Board Resolved BKCB/2021/00002**

That the minutes of the Te Pātaka o Rākaihautū/Banks Peninsula Community Board meeting held on Monday, 7 December 2020 be confirmed.

Tyrone Fields/Jamie Stewart

**Carried**

## 4. Public Forum / Te Huinga Whānui

**Part B**

### **4.1 Public Forum – Customer Services Akaroa**

Harry Stronach spoke to the Board regarding the transfer of Council's Customer Services from the Akaroa Service Centre to the Akaroa School and Community Library, as per the correspondence at **Item 9**. He expressed concern at the lack of consultation on this move and asked that the Board advocate to retain customer service at the Akaroa Service Centre. He also questioned what would happen to the Akaroa Service Centre building if the new arrangement remained in place.

**Part B**

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

1. Thanks Harry Stronach for his presentation.

Refer Item 9 of these minutes.

### **Attachments**

- A Banks Peninsula Community Board 1 February 2021, Public Forum Harry Stronach Akaroa Service Centre PPT Presentation [⇒](#)
- B Banks Peninsula Community Board 1 February 2021 - Victoria Andrews Email [⇒](#)

### **4.2 Public Forum – Akaroa Cemeteries Project**

Linda Sunderland from the Comte de Paris Descendants Group Inc. and the Akaroa Cemeteries Group updated the Board regarding the Akaroa Cemeteries Project and highlighted their concerns about the lack of progress through Council with this project.

### **Community Board Resolved BKCB/2021/00003**

#### **Part B**

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

1. Note that staff are aware of the issues that have been raised and will be briefing the Board next month.
2. Thanks Linda Sunderland for her presentation.

Tori Peden/Tyrone Fields

Carried

### **Attachments**

- A Banks Peninsula Community Board 1 February 2021, Akaroa Cemeteries Improvement Project Presentation.pptx [⇒](#)
- B Banks Peninsula Community Board 1 February 2021 - Public Forum Akaroa Cemeteries Handout [⇒](#)

Councillor Andrew Turner joined the table at 10.45am.

### **4.3 Public Forum – Fire Risk Management**

Juliet Neill, resident, and Jenny Healey, Chairperson Cass Bay Residents Association, along with Ken Maynard, Chairperson Lyttelton Community Association, spoke to the Board regarding fire risk management in Lyttelton and the Harbour Basin.

The speakers felt the fire risk was intensified because of flammable species of trees close to the main settlements. They were also concerned that power lines went through trees in many places, adding to the fire hazard. They requested that the Community Board ask the Council, and other relevant bodies, to act urgently on this problem, to introduce strategic planning to reduce fire risk on the Peninsula.

### **Community Board Resolved BKCB/2021/00004**

#### **Part B**

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

1. Invite Fire and Emergency New Zealand (FENZ) to brief the Board on the issues raised in the Public Forum and specifically any fire plans that are in place for Banks Peninsula.
2. Refer the information presented to Orion for comment on the issue of power lines in proximity to trees.

3. Request information from staff on any fire prevention initiatives being taken by Council.
4. Thanks Juliet Neill, Jenny Healey and Ken Maynard for their presentation.

Andrew Turner/Tyrone Fields

**Carried**

**Attachments**

- A Banks Peninsula Community Board 1 February 2021 Public Forum Fire Risk Management J Neill Handout [⇒](#)
- B Banks Peninsula Community Board 1 February 2021 Public Forum Fire Risk Management J Healey letter to Board [⇒](#)
- C Banks Peninsula Community Board 1 February 2021 Public Forum Fire Risk Management K Maynard letter to Board [⇒](#)

## **9. Correspondence - Akaroa Service Centre**

Sarah Numan, Head of Customer Services and Alicia Wright, Manager Operational Process and Insights provided a written response to the correspondence and attended the meeting to answer questions from the Board. They answered questions relating to levels of service, any change of hours for the new service and details of the trial being carried out.

### **Officer Recommendations / Ngā Tūtohu**

That the Banks Peninsula Community Board:

1. Receive the information in the correspondence report dated 01 February 2021.
2. Request staff to provide an Information Report to the Board in response to the points raised in the correspondence regarding the relocation of Customer Services from the Akaroa Service Centre building.

### **Community Board Resolved BKCB/2021/00005**

#### **Part B**

That the Banks Peninsula Community Board:

1. Receive the information in the correspondence report dated 01 February 2021.
2. Request staff to provide information next month, via an open briefing, on the criteria that will be used to measure the interactions carried out under their new customer services arrangement in Akaroa.

Nigel Harrison/Jamie Stewart

**Carried**

**Attachments**

- A Banks Peninsula Community Board 1 February 2021, Response from Citizen and Customer Service re Akaroa Service Centre. [⇒](#)

## **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

It was noted that in the minutes of the Okains Bay Reserve Management Committee (RMC) meeting, it had been suggested that the RMC write to the Community Board expressing disappointment in the lack of representation from the Board at the RMC meetings.

The Board noted that the members appointed as the liaison person to each RMC would ideally attend the RMC meetings, although this was not always possible because of other commitments.

### Community Board Resolved BKCB/2021/00006

**Original officer recommendations accepted without change.**

### Part B

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committees:
  - Cass Bay Reserve Management Committee – 14 October 2020
  - Allandale Reserve Management Committee – 25 November 2020
  - Awa-iti Reserve Management Committee – 2 December 2020
  - Okains Bay Reserve Management Committee – 8 December 2020

Andrew Turner/Reuben Davidson

**Carried**

## 8. Head to Head Walkway Working Party

### Community Board Resolved BKCB/2021/00007

**Original officer recommendations accepted without change.**

### Part B

That the Banks Peninsula Community Board:

1. Receive the notes of the Head to Head Walkway Working Party meeting on 9 November 2020.

Tyrone Fields/Scott Winter

**Carried**

## 10. Banks Peninsula Community Board Discretionary Response Fund 1 February 2021: Diamond Harbour Events Inc. - Live at the Point, Comte de Paris Descendants Group Inc. - 180 Year Anniversary Weekend

Staff reported that Diamond Harbour Events Incorporated received less income than expected from alternative fund-raising efforts and staff were therefore recommending an increased grant amount to cover some of their shortfall.

### Officer Recommendations / Ngā Tūtohu

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

1. Approves a grant of \$500 from its 2020-21 Discretionary Response Fund to Diamond Harbour Events Incorporated towards Live at the Point for volunteer recognition.
2. Approves a grant of \$2,815 from its 2020-21 Discretionary Response Fund to Comte de Paris Descendants Group Inc. towards a photographer, music, fuel, refreshments, anniversary cake, printing and post event cleaning products.

### Community Board Resolved BKCB/2021/00008

#### Part C

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

1. Approves a grant of \$2000 from its 2020-21 Discretionary Response Fund to Diamond Harbour Events Incorporated towards Live at the Point.
2. Approves a grant of \$2,815 from its 2020-21 Discretionary Response Fund to Comte de Paris Descendants Group Inc. towards a photographer, music, fuel, refreshments, anniversary cake, printing and post event cleaning products.

Scott Winter/Andrew Turner

**Carried**

## 11. Waipapa Avenue- Proposed Parking Restrictions

### Community Board Resolved BKCB/2021/00009

#### Original officer recommendations accepted without change.

#### Part C

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

##### Area A- Wharf

1. That, pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, the parking of vehicles be restricted to 90 degree angle parking, to a maximum period of 180 minutes between the hours of 8.00am and 6.00pm Monday to Sunday on the south western side of Waipapa Avenue within the area identified as Area A- Wharf in Attachment A of this report (Plan TG136533 Issue 1, dated 23/10/2020), and further identified on Attachment A as '3 New Restricted Parking Spaces 180 min'.
2. That, pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, the parking of vehicles be restricted to 90 degree angle parking, and to 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 2005, on the south western side of Waipapa Avenue within the area identified as Area A- Wharf in Attachment A of this report (Plan TG136533 Issue 1, dated 23/10/2020, and further identified on Attachment A as 'Existing Mobility Park'

3. That, pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, the parking of vehicles be restricted to 90 degree angle parking, and to 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 2005, on the north eastern side of Waipapa Avenue within the area identified as Area A- Wharf in Attachment A of this report (Plan TG136533 Issue 1, dated 23/10/2020, and further identified on Attachment A as 'Existing Mobility Park'
4. That, pursuant to Clause 7 of the Christchurch City Council Traffic & Parking Bylaw 2017, the stopping of vehicles be prohibited at any time on the north western side of Waipapa Avenue within the area identified as Area A - Wharf in Attachment A of this report (Plan TG136533 Issue 1, dated 23/10/2020, and further identified on Attachment A as 'Existing No Stopping Restriction'.
5. That all previous stopping and parking restrictions, made pursuant to any bylaw, on the north eastern side of Waipapa Avenue within the area identified as Area A- Wharf in Attachment A of this report (Plan TG136533 Issue 1, dated 23/10/2020) and further identified in Attachment A as '17m of No Stopping to be revoked' be revoked.

#### Area B- Stoddart Point Main Parking Area

6. That all previous stopping and parking restrictions, made pursuant to any bylaw, on the north eastern side of Waipapa Avenue within the area identified as Area B- Stoddart Point Main Parking Area in Attachment A of this report (Plan TG136533 Issue 1, dated 23/10/2020) and further identified in Attachment A as 'Two Existing Mobility Parks to be revoked' be revoked.
7. That, pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, the parking of vehicles on the north eastern side of Waipapa Avenue within the area identified as Area B- Stoddart Point Main Parking Area in Attachment A of this report (Plan TG136533 Issue 1, dated 23/10/2020) and further identified in Attachment A as 'One Relocated Mobility Park' be restricted to 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 2005.
8. That, pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, the stopping of vehicles be prohibited at all times on the north eastern side of Waipapa Avenue within the area identified as Area B- Stoddart Point Main Parking Area in **Attachment A** of this report, (Plan TG136533 Issue 1, dated 23/10/2020), and further identified in Attachment A as 'New No Stopping Restriction'.

#### General

9. That any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in resolutions 1,4, and 5 above be revoked.
10. 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).

Scott Winter/Tori Peden

**Carried**

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

### **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 February 2020.

### **Community Board Resolved BKCB/2021/00010**

#### **Part B**

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

1. Receive the Te Pātaka o Rākaihautū/Banks Peninsula Community Board Area Report for February 2020.
2. Request information from staff on the how much of the recycling from the public bins in Akaroa was actually recycled, and how much was processed as waste because of contamination.

Tyrone Fields/Reuben Davidson

**Carried**

## **13. Elected Members' Information Exchange / Te Whakawhiti Whakaaro o Te Kāhui Amorangi**

#### **Part B**

The Board exchanged items of interest, including:

- Urgency of fire risk management planning.
- Flags for Lyttelton – will be changed to red and black.
- Sail GP – economic, social, cultural and environmental benefits.
- Freedom Camping Bylaw – submission opportunity.
- Noise complaints in Akaroa regarding a local eatery.
- Negative public view of Council consultation processes.
- Leaks in building at Allandale Hall.

#### **13.1 Leaking Fire Hydrant**

##### **Part B**

It was reported that Akaroa residents had alerted Council to a leaking fire hydrant adjacent to 4-6 Newton Place in Akaroa, (reference 324679) but it still has not been repaired even though the town has now moved to Level 3 water restrictions.

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



1. Request that staff investigate a leaking fire hydrant adjacent to 4-6 Newton Place in Akaroa.

### **13.2 Water Supply Issues**

#### **Part B**

It was reported that Birdlings Flat residents had recently run out of water and there had been no prior warning or restrictions put in place. Residents had questioned whether there was any system in place to alert Council staff to problems with the water supply, for instance an electronic warning system.

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

1. Request information from staff on whether there is a system in place to alert Council to issues with the water supply at Birdlings Flat.
2. Request clarification for the community about what the daily water allocation is for Birdlings Flat properties.

**Karakia Whakamutunga:** Reuben Davidson

**Meeting concluded at 12.51pm.**

**CONFIRMED THIS 15<sup>th</sup> DAY OF FEBRUARY 2021**

**TORI PEDEN**  
**CHAIRPERSON**