



Te Pātaka o Rākaihautū Banks Peninsula Community Board AGENDA

Notice of Meeting:

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

Date: Monday 10 July 2023
Time: 10 am
Venue: Little River Boardroom, 4238 Christchurch Akaroa Road, Little River

Membership

Deputy Chairperson	Nigel Harrison
Members	Reuben Davidson
	Tyrone Fields
	Asif Hussain
	Lyn Leslie
	Cathy Lum-Webb
	Howard Needham
	Luana Swindells

5 July 2023

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

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

To watch the meeting live, or a recording after the meeting date, go to:

<https://www.youtube.com/channel/UC66K8mOIfQT3l4rOLwGbeug>

To view copies of Agendas and Minutes, go to:

<https://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/>



What is important to us?

Our Strategic Framework is a big picture view of what the Council is aiming to achieve for our community

Our focus this Council term 2022–2025

Strategic Priorities



Be an inclusive and equitable city which puts people at the centre of developing our city and district, prioritising wellbeing, accessibility and connection.



Champion Ōtautahi-Christchurch and collaborate to build our role as a leading New Zealand city.



Build trust and confidence in the Council through meaningful partnerships and communication, listening to and working with residents.

Adopted by the Council on 5 April 2023



Reduce emissions as a Council and as a city, and invest in adaptation and resilience, leading a city-wide response to climate change while protecting our indigenous biodiversity, water bodies and tree canopy.



Manage ratepayers' money wisely, delivering quality core services to the whole community and addressing the issues that are important to our residents.



Actively balance the needs of today's residents with the needs of future generations, with the aim of leaving no one behind.

Our goals for this Long Term Plan 2024–2034

Draft Community Outcomes



Collaborative and confident

Our residents have the opportunity to actively participate in community and city life, have a strong sense of belonging and identity, and feel safe.



Green and liveable

Our neighbourhoods and communities are accessible and well connected, supporting our goals to reduce emissions, build climate resilience and protect and regenerate the environment, especially our biodiversity, water bodies and tree canopy.

To be adopted by the Council as part of the Long Term Plan 2024–2034



A cultural powerhouse

Our diverse communities are supported to understand and protect their heritage, pursue their arts, cultural and sporting interests, and contribute to making our city a creative, cultural and events 'powerhouse'.



Thriving and prosperous

Our city is a great place for people, business and investment where we can all grow our potential, where enterprises are innovative and smart, and where together we raise productivity and reduce emissions.

Our intergenerational vision

A place of opportunity for all.

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



Ngāi Tahu has rangatiratanga over its takiwā – the Council is committed to partnering with Ngāi Tahu to achieve meaningful outcomes that benefit the whole community

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

TABLE OF CONTENTS

Karakia Tīmatanga	4
C 1. Apologies Ngā Whakapāha	4
B 2. Declarations of Interest Ngā Whakapuaki Aronga	4
C 3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua	4
B 4. Public Forum Te Huinga Whānui	4
B 5. Deputations by Appointment Ngā Huinga Whakaritenga.....	4
B 6. Presentation of Petitions Ngā Pākikitanga	4
C 7. Election of a Community Board Chairperson	13
CB 8. Akaroa Museum Advisory Committee - Appointment of Chairperson.....	17
B 9. Reserve Committee Meeting Minutes	23
B 10. Orton Bradley Park Board Minutes	29
STAFF REPORTS	
C 11. Te Pātaka o Rākaihautū Banks Peninsula Community Board - Board Projects	37
C 12. Banks Peninsula 2023-24 Discretionary Response Fund Report - July 2023	41
B 13. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - July 2023	45
B 14. Elected Members' Information Exchange Te Whakawhiti Whakaaro o Te Kāhui Amorangi.....	59
Karakia Whakamutunga	

Karakia Tīmatanga

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tīhei Mauri Ora	Cease the winds from the west Cease the winds from the south Let the breeze blow over the land Let the breeze blow over the ocean Let the red-tipped dawn come with a sharpened air. A touch of frost, a promise of a glorious day.
--	---

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 Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on [Monday, 12 June 2023](#) 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.

There were no public forum requests received at the time the agenda was prepared

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 12 June 2023
Time: 10.06 am
Venue: Akaroa Boardroom, 78 Rue Lavaud Akaroa

Present

Chairperson	Reuben Davidson
Deputy Chairperson	Nigel Harrison
Members	Tyrone Fields
	Asif Hussain
	Lyn Leslie
	Howard Needham
	Cathy Lum-Webb

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

To watch the meeting live, or a recording after the meeting date, go to:

<https://www.youtube.com/channel/UC66K8mOIQT3I4rOLwGbeug>

To view copies of Agendas and Minutes, go to:

<https://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/>



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

Karakia Tīmatanga

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Part C

Community Board Resolved BKCB/2023/00028

That the apology received from Luana Swindells be accepted.

Tyrone Fields/Cathy Lum-Webb

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/2023/00029

That the minutes of Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on Monday, 8 May 2023 be confirmed.

Lyn Leslie/Cathy Lum-Webb

Carried

4. Public Forum Te Huinga Whānui

Part B

4.1 Pest Free Banks Peninsula

Sarah Wilson spoke on behalf of Pest Free Banks Peninsula regarding updates on their projects. Sarah spoke on three key operations for Pest Free Banks Peninsula.

The Chairperson thanked Ms Wilson for her presentation.

4.2 Pest Free Banks Peninsula

Alex Albright spoke on behalf of Pest Free Banks Peninsula regarding updates on the Akaroa Pulse Project.

The Chairperson thanked Mr Albright for his presentation.

4.3 Pam Richardson

Pam Richardson, local resident, spoke to the Board regarding the Community Board Plan 2023 - 25 in particular, rural roading standards.

The Chairperson thanked Ms Richardson for her presentation.

Attachments

- A Item 4.3 - Public Forum Presentation Banks Peninsula Branch Federated Farmers Pam Richardson - 12 June 2023

4.4 Electoral Signage

Chris McGill, local resident, spoke to the Board regarding electoral signage appearing on State Highway 75.

The Chairperson thank Ms McGill for her presentation.

The Board agreed to request staff advice on the placement of electoral signage on State Highway 75.

The meeting adjourned at 10.25am and reconvened at 10.28am.

5. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

5.1 Robinsons Bay Ratepayers and Residents Association

Suky Thomson spoke on behalf of Robinsons Bay Ratepayers' and Residents' Association to the Board regarding the staff advice memorandum – 11 Sawmill Road – Pavitt Cottage Proposal. (Item 11 of this agenda refers).

Community Board Resolved BKCB/2023/00030

Part B

That the Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Agrees, in principle, to support the concept of future community management of the Sawmill Heritage area at 11 Sawmill Road, Robinsons Bay.
2. The Chairperson thanked Ms Thompson for her deputation.

Nigel Harrison/Lyn Leslie

Carried

Attachments

- A Item 5.1 - Deputation by Appointment Presentation Robinsons Bay Ratepayers and Residents Association Suky Thompson - 12 June 2023

6. Presentation of Petitions Ngā Pākikitanga

Part B

There was no presentation of petitions.

7. Correspondence

Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Correspondence Report dated 12 June 2023.

Community Board Resolved BKCB/2023/00031

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Correspondence Report dated 12 June 2023.
2. Requests that the Board's letter to the Ministers of Transport, Tourism, and Climate Change and the Ministers of Tourism and Climate Change reply be included in the next Community Board Newsletter.

Cathy Lum-Webb/Asif Hussain

Carried

8. Reserve Committee Meeting Minutes

Community Board Resolved BKCB/2023/00032 (Officer's original recommendations accepted without change)

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the minutes of the following Reserve Committees:
 - a. Lyttelton Recreation Grounds Reserve Committee Triennial Minutes – 20 February 2023
 - b. Awa-iti Reserve Committee Unconfirmed Triennial Minutes – 22 February 2023
 - c. Stanley Park Reserve Committee Unconfirmed Triennial Minutes – 2 March 2023
 - d. Ataahua Reserve Committee Unconfirmed Triennial Minutes – 30 March 2023
 - e. Duvauchelle Reserve Committee Minutes – 20 February 2023
 - f. Duvauchelle Reserve Committee Minutes – 20 March 2023
 - g. Duvauchelle Reserve Committee Unconfirmed Minutes – 17 April 2023
 - h. Lyttelton Reserves Committee Unconfirmed Minutes – 4 May 2023
 - i. Lyttelton Recreation Grounds Reserve Committee – 15 May 2023
 - j. Diamond Harbour Reserve Committee Unconfirmed Minutes – 19 May 2023
 - k. Pigeon Bay Reserve Committee Unconfirmed Minutes – 24 May 2023
2. Approves the following Reserve Committee Appointments:
 - a. Ataahua Reserve Committee:
 - i. David Kearns (Chairperson)
 - ii. Karen de Pass (Secretary)
 - iii. Liz Birdling
 - iv. Denis de Pass
 - v. Vicki Parr

- vi. Chris Parr
- vii. Christopher Gray
- b. Stanley Park Reserve Committee:
 - i. Rod Naish (Chairperson)
 - ii. Elizabeth Haylock (Deputy Chairperson)
 - iii. Tim Richardson (Secretary)
 - iv. Nigel Harrison
 - v. Grant Ryan
 - vi. Chris Mangels
 - vii. Jacqueline Richardson
 - viii. Barry Brunton
- c. Lyttelton Recreation Grounds Reserve Committee:
 - i. Clinton Norris (Chairperson)
 - ii. Flo McGregor (Secretary/Treasurer)
 - iii. Caroline Norris
 - iv. Linda Preddy
 - v. Jodie Goodmanson
 - vi. Ruth Targas
 - vii. Jozeta Wylaars
 - viii. Phil Lindsay
 - ix. Andrew Pauli
- d. Awa-iti Reserve Committee:
 - i. Dean White (Chairperson)
 - ii. Sheryl Stanbury (Secretary/Treasurer)
 - iii. Bruce King
 - iv. Christian Couper
 - v. Tori Peden

Lyn Leslie/Nigel Harrison

Carried

9. Akaroa Museum Advisory Committee and Head to Head Walkway Working Party - Appointments

Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Committees and Working Parties

- a. Appoint Pam Richardson as the Community Representative to the Akaroa Museum Advisory Committee:
- b. Appoint the following Community Board representatives to the Akaroa Museum Advisory Committee:
 - i. Nigel Harrison, member of the Akaroa Subdivision.
 - ii. Asif Hussain, member of the Akaroa Subdivision.
- c. Appoint the following Community Board representatives to the Head to Head Working Party:
 - i. Tyrone Fields, Banks Peninsula Councillor.
 - ii. Cathy Lum-Webb, member of the Lyttelton Subdivision.
 - iii. Luana Swindells, member of the Mt Herbert Subdivision.
- d. Consider the appointment of the Head to Head Working Party Chairperson.

Community Board Resolved BKCB/2023/00033

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Committees and Working Parties

- a. Appoints Pam Richardson as the Community Representative to the Akaroa Museum Advisory Committee:
- b. Appoints the following Community Board representatives to the Akaroa Museum Advisory Committee:
 - i. Nigel Harrison, member of the Akaroa Subdivision.
 - ii. Asif Hussain, member of the Akaroa Subdivision.
- c. Appoints the following Community Board representatives to the Head to Head Walkway Working Party:
 - i. Tyrone Fields, Banks Peninsula Councillor.
 - ii. Cathy Lum-Webb, member of the Lyttelton Subdivision.
 - iii. Luana Swindells, member of the Mt Herbert Subdivision.
- d. Requests the Head to Head Walkway Working Party to make a recommendation to the Board for the appointment of the Head to Head Walkway Working Party Chairperson.

Tyrone Fields/Nigel Harrison

Carried

**10. 2022-23 Banks Peninsula Discretionary Response Fund Applications -
Lyttelton Arts Factory Trust; Lyttelton Recreation Centre Trust; Okuti
Valley Recreation and Sports Club Incorporated**

**Community Board Resolved BKCB/2023/00034 (Officer's original recommendations
accepted without change.)**

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves a grant of \$2,000 from its 2022-23 Discretionary Response Fund to The Lyttelton Arts Factory Trust towards Festival costs - projector hire, printing costs, and volunteer recognition.
2. Approves a grant of \$1,500 from its 2022-23 Discretionary Response Fund to The Lyttelton Recreation Centre Trust towards the planning, designing, material costs and installation of a wall mural at the Lyttelton Recreation Centre.
3. Approves a grant of \$2,000 from its 2022/23 Discretionary Response Fund to the Okuti Valley Recreation and Sports Club Incorporated towards the purchase of a heat pump.

Nigel Harrison/Asif Hussain

Carried

11. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - June 2023

The Board also took into consideration the deputation from the Robinsons Bay Ratepayers and Residents Association (Item 5.1 of these minutes refers).

Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report for June 2023.

Community Board Resolved BKCB/2023/00035

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report for June 2023.
2. Confirms the following Board representation/liaison positions:

Akaroa District Promotions Incorporated	Lyn Leslie
Akaroa Community Health Trust	Asif Hussain
Summit Road Society	Tyrone Fields
3. Confirms that Nigel Harrison, Lyn Leslie, and Cathy Lum-Webb will attend the Local Government Conference in Christchurch on 26 to 28 July 2023

Reuben Davidson/Lyn Leslie

Carried

Howard Needham requested that his abstention be recorded.

12. Elected Members' Information Exchange Te Whakawhiti Whakaaro o Te Kāhui Amorangi

Part B

Members exchanged information on the following topics:

- The Banks Peninsula Member of Parliament has met with Anti-social road users Community Group.
- The Board noted the increase of graffiti on the State Highways.
- The Board were advised of berm planting in Cass Bay.
- The Board were advised that an update on parking at Governors Bay jetty is forthcoming.
- The Board discussed the Banks Peninsula Destination Management Plan process including the organisations that were included in the consultation.
- The Board was updated on the Waitaha Health appointment process.
- The Board noted that the water leak in Canterbury Street, Lyttelton, has not yet been repaired.

12.1 Council Unit Roles

The Board discussed the issues of Council maintenance around the Akaroa Township.

The Board agreed to request staff advice on the Council roles in tidying up the beaches within the Akaroa Harbour, in particular the beachfronts adjacent to the Akaroa Township.

Karakia Whakamutunga

Meeting concluded at 11.44am.

CONFIRMED THIS 10th DAY OF JULY 2023.

REUBEN DAVIDSON
CHAIRPERSON

7. Election of a Community Board Chairperson

Reference / Te Tohutoro: 23/775352

Report of / Te Pou	Liz Beaven, Community Board Advisor
Matua:	(Liz.Beaven@ccc.govt.nz)
General Manager /	Mary Richardson, General Manager Citizens & Community
Pouwhakarae:	(Mary.Richardson@ccc.govt.nz)

1. Purpose of Report Te Pūtake Pūrongo

- 1.1 The Local Government Act 2002 prescribes the processes by which Community Boards must elect their chairpersons and deputy chairpersons. This report describes the alternative processes available, one of which must be adopted.
- 1.2 The report has been written following the resignation of the current Community Board Chairperson, Reuben Davidson.
- 1.3 On 5 July 2023 Reuben Davidson resigned as the Chairperson of Te Pātaka o Rākaihautū Banks Peninsula Community Board. Reuben has advised that he will continue as a member of the Community Board.

2. Officer Recommendations Ngā Tūtohu

That the Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the report.
2. Appoint a Board member to act as Chairperson whilst the election of the Community Board Chairperson is enacted by the Board.
3. Adopt, by resolution, whether it will use System A or System B to elect a Chairperson.
4. Proceed to elect a Community Board Chairperson.

3. Legal Considerations

Introduction

- 3.1 The provisions of Schedule 7 of the Local Government Act 2002 apply to Community Boards (with a small number of exclusions), with necessary modifications as if the boards were local authorities. Clause 21 of Schedule 7 requires that each Community Board, at its first meeting, must elect one of its members to be its Chairperson and another to be Deputy Chairperson.
- 3.2 The manner in which a Community Board is to elect these positions is prescribed in Clause 25 of Schedule 7. It provides that the Community Board must determine by resolution that the Chairperson and Deputy Chairperson be elected or appointed by using one of the following systems of voting:

System A

- 3.3 Requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the Community Board present and voting; and
- 3.4 Has the following characteristics:
 - 3.4.1 There is a first round of voting for all candidates; and

- 3.4.2 If no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and
- 3.4.3 If no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and
- 3.4.4 In any round of voting, if two or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.

System B

- 3.5 Requires that a person is elected or appointed if he or she receives more votes than any other candidate; and
- 3.6 Has the following characteristics:
 - 3.6.1 There is only one round of voting; and
 - 3.6.2 If two or more candidates tie for the most votes, the tie is resolved by lot.

Practical application of clause 25

- 3.7 Each Community Board must first determine, by resolution, which system of voting it will use, that is System A or System B.
- 3.8 Nominations for the position of Chairperson and Deputy Chairperson are called for.
- 3.9 If there is only one candidate then the Community Board may resolve that that person be elected.
- 3.10 If there is more than one candidate the Community Board must then put the matter to a vote according to the system it has adopted. The Community Board members are then asked to vote on each candidate.
- 3.11 The following examples may be useful to illustrate two of the system:

System A

Example 1

Three nominations are received and upon the votes being counted the result is: A (5) B (2) C (1). In this case A is elected to the relevant position.

Example 2

Three nominations are received and upon the votes being counted the result is:

A (3) B (3) C (2). In this case no candidate is successful so a second round of voting is held for candidates A and B. The lowest polling candidate, C, is excluded.

System B

Example 1

Three nominations are received and upon the votes being counted the result is: A (5) B (2) C (1). In this case A is elected to the relevant position.

Example 2

Three nominations are received and upon the votes being counted the result is:

A (4) B (4) C (0). In this case a lot is held to determine who between A and B will be elected to the relevant position.

Attachments Ngā Tāpirihanga

There are no attachments for this report.

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

Author	Liz Beaven - Community Board Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula Matthew Pratt - Acting Head of Community Support and Partnerships

8. Akaroa Museum Advisory Committee - Appointment of Chairperson

Reference / Te Tohutoro: 23/982449

Report of / Te Pou Liz Beaven, Community Board Advisor
Matua: (Liz.Beaven@ccc.govt.nz)

General Manager / Mary Richardson, General Manager Citizens & Community
Pouwhakarae: (Mary.Richardson@ccc.govt.nz)

1. Purpose of Report Te Pūtake Pūrongo

- 1.1 The Board's Akaroa Museum Advisory Committee held a meeting on 21 June 2023, the minutes of which are attached:


Name	Subject
Akaroa Museum Advisory Committee Unconfirmed Minutes	21 June 2023

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

- Receive the unconfirmed minutes of the Akaroa Museum Advisory Committee:
 - Akaroa Museum Advisory Committee – 21 June 2023.
- Appoint Pam Richardson as the Chairperson of Akaroa Museum Advisory Committee until the end of the current Community Board's term (October 2025).

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Akaroa Museum Advisory Committee - Unconfirmed Minutes - 21 June 2023	23/1029534	18



Akaroa Museum Advisory Committee OPEN MINUTES

Date: Wednesday 21 June 2023

Time: 2:06pm

Venue: Akaroa Boardroom
78 Rue Lavaud
Akaroa

Present
Members

Nigel Harrison - Banks Peninsula Community Board Representative
Asif Hussain - Banks Peninsula Community Board Representative
Debbie Banks - Friends of the Museum (FOAM)
Pam Richardson - Community Representative
Linda Sunderland - Friends of the Museum (FOAM)

Natasha McDonnell
Governance Advisor
941 5512
Natasha.McDonnell@ccc.govt.nz
www.ccc.govt.nz

To view copies of Agendas and Minutes, visit:
www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/

Akaroa Museum Advisory Committee
21 June 2023



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

The agenda was dealt with in the following order.

Karakia Tīmatanga – Liz Carter.

1. Apologies Ngā Whakapāha

Part C
Committee Resolved AMA/2023/00001

An apology for lateness was received from Pam Richardson.
Nigel Harrison/Linda Sunderland

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
Committee Resolved AMA/2023/00002

That the minutes of the Akaroa Museum Advisory Committee meeting held on Wednesday
24 August 2022 be received.
Asif Hussain/Nigel Harrison

Carried

4. Deputations by Appointment Ngā Huinga Whakaritenga

Part B
There were no deputations by appointment.

5. Appointment of Committee Chairperson

Officer Recommendations Ngā Tūtohu

That the Akaroa Museum Advisory Committee:

1. Receive the information in the report.
2. Appoint a Chairperson for this meeting.

Akaroa Museum Advisory Committee
21 June 2023



3. Recommend a Chairperson of the Akaroa Museum Advisory Committee for approval by Te Pātaka o Rākaihautū Banks Peninsula Community Board.

Committee Resolved AMA/2023/00003

Part C

That the Akaroa Museum Advisory Committee:

1. Receives the information in the report.
2. Appoints Nigel Harrison as the meeting Chairperson for the meeting.
3. Recommends Pam Richardson as Chairperson of the Akaroa Museum Advisory Committee for approval by Te Pātaka o Rākaihautū Banks Peninsula Community Board.

Nigel Harrison/Linda Sunderland

Carried

Committee Resolved AMA/2023/00004

Part A

That the Akaroa Museum Advisory Committee recommends to Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. That Pam Richardson be the Chairperson of the Akaroa Museum Advisory Committee.

Nigel Harrison/Linda Sunderland

Carried

9 Meeting Schedule

The Committee was requested to determine a Meeting Schedule for the 2023-25 term of the Committee.

Committee Resolved AMA/2023/00005

That the Akaroa Museum Advisory Committee:

1. Set the next Akaroa Museum Advisory Committee meeting for Wednesday 18 October 2023 starting at 2pm and thereafter set a schedule of meetings for the third Wednesday of every third month commencing on 21 February 2024, with all meetings starting at 2pm and being held at the Boardroom of the Akaroa Service Centre:

Wednesday 18 October 2023	2pm	Akaroa Service Centre Boardroom
Wednesday 21 February 2024	2pm	Akaroa Service Centre Boardroom
Wednesday 15 May 2024	2pm	Akaroa Service Centre Boardroom
Wednesday 21 August 2024	2pm	Akaroa Service Centre Boardroom
Wednesday 20 November 2024	2pm	Akaroa Service Centre Boardroom
Wednesday 19 February 2025	2pm	Akaroa Service Centre Boardroom
Wednesday 21 May 2025	2pm	Akaroa Service Centre Boardroom
Wednesday 20 August 2025	2pm	Akaroa Service Centre Boardroom

Pam Richardson/Nigel Harrison

Carried

Akaroa Museum Advisory Committee
21 June 2023



6. Akaroa Museum Director's Update

Committee Resolved AMA/2023/00006 (Original Staff Recommendation accepted without change)

Part C

That the Akaroa Museum Advisory Committee:

1. Receives the information in the Report.

Nigel Harrison/Pam Richardson

Carried

7. Friends of Akaroa Museum (FOAM) - Presidents Update

Committee Resolved AMA/2023/00007 (Original Staff Recommendation accepted without change)

Part B

That the Akaroa Museum Advisory Committee:

1. Receives the information in the report from the President of the Friends of Akaroa Museum.

Asif Hussain/Nigel Harrison

Carried

8. Committee Members' Exchange of Information

Part B

Committee members exchanged items of information, including:

- A suggestion that community organisations be invited to Committee meetings to share information related to art and history. It was agreed it would be more appropriate for Museum staff to bring information to the Committee.
- The Director was asked to report to the Committee at the next meeting on the upcoming Long Term Plan as it relates to the Museum.
- It was suggested that the Collections Manager could give a presentation to the Committee on the Acquisitions Policy.
- The review of the policies and constitution of the Friends of the Museum (FOAM), in relation to changes to the Incorporated Societies Act.
- The request for a Te Reo Māori name for the Museum.
- It was noted that the Museum has a slot in its exhibition calendar for later in 2023 to host an exhibition, in collaboration with Ōnuku Rūnanga, relating to Takapūneke Reserve.

Meeting concluded at 3:09pm.

CONFIRMED THIS 18th DAY OF OCTOBER 2023

**PAM RICHARDSON
CHAIRPERSON**

Page 4

9. Reserve Committee Meeting Minutes

Reference / Te Tohutoro: 23/949701

Report of / Te Pou Matua: Natasha McDonnell, Banks Peninsula Governance Advisor,
(Natasha.McDonnell@ccc.govt.nz)

Senior Manager / Pouwhakarae: Mary Richardson, General Manager Citizens & Community
(Mary.Richardson@ccc.govt.nz)

1. Purpose of Report Te Pūtake Pūrongo

Unconfirmed Reserve Committee Minutes have been received from:


Name	Subject
Lyttelton Reserves Committee- Unconfirmed Minutes	1 June 2023

2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Committees:
 - a. Lyttelton Reserves Committee Unconfirmed Minutes – 19 June 2023.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Lyttelton Reserves Committee - Unconfirmed Minutes - 1 June 2023	23/1030072	24

LYTTELTON RESERVES COMMITTEE

COMMITTEE MEETING

1 June 2023 at 7:30pm. Trinity Hall, Lyttelton

AGENDA / Minutes

Members:

Attendance

Andrew Turner (Chair)
Kirsty Brennan
Joshua Merriam
Hamish Fairbairn
Helen Shaw
John Garrett
Rewi Couch - unconfirmed second appointed representative from Rapaki

Council staff:
Paul Devlin
Phillipa Hay

1. Opening Karakia

7:34 opening

2. Apologies

Apologies have been received from Darryl Warnock, Flo McGregor
Moved: Andrew, 2nd Helen - passed

3. Minutes of the previous meeting

Minutes of the previous are attached to this agenda.
Discussion on previous minutes:
Moved: Josh, 2nd Helen - passed

4. Matters arising

No matters arising from the previous minutes were raised.

5. Presentations from the public; + correspondence

There were no presentations

6. Scheduling matters:

Meeting schedule for remainder of 2023
- timeframe/procedure for submissions prior to meetings
- timeframe/procedure for circulating minutes after meetings

7. Appointments to the committee

John Garrett from Lyttelton MTB club
Ken Maynard, Chair of the Lyttelton Community Association – will appoint a *wider* Lyttelton community representative, and may be able to appoint a representative of communities

bordering the Reserves. *An interested community member who lives near Whakaraupo Reserve has been identified by Paul Devlin - to be contacted to gauge interest.*

Action: Andrew to contact community member to ascertain interest in being appointed to the committee.

Rapaki nominee: Rewi Couch is the second appointment from Rapaki – awaiting formal appointment letter

Discussion regarding the proposed letter and timeline to recruit biodiversity member. Andrew put forward a proposed letter (Request for Expressions of Interest) to be posted on local Facebook sites.

Motion to Approve suggested letter, distribution, and timeline

Moved Andrew

2nd Kirsty

Carried

Penny Carnaby, Chair of the Banks Peninsula Conservation Trust, will be requested to alert any people that she feels might be interested as part of this process.

Discussion re FB page, and email address in use under the name: "Lyttelton Community Reserves" by previous committee members, no longer serving. This may be misleading, but the RMC feels it is not harmful as yet, and will keep an eye on it.

8. Triennial Plan and budgets

Previous Action: Paul Devlin to return to committee with a suggested baseline Operational and Capital Expenditure plan.

The status of previous Committee funds are unknown - due to the change in terms of reference for the committee, reserves committees no longer have the ability to hold funds.

- There was \$5k transferred by the previous committee to Project Lyttelton for the management of a contract to undertake research and produce a biodiversity research paper.

Action: Andrew to write to Project Lyttelton and ask about the status of the report and sharing it with this group, including what is the scope of works.

Action: Paul Devlin will pursue Gary Broker seat, whether it comes from old funds or new.

Action: Phillipa to ask staff about next steps regarding previous committee's funds

Triennial budget: spreadsheet shared and conversation. Steadfast and Bridal Path adjacent. Paul will bring back the reserve schedule, to keep on reference.

9. Regular matters

Tracks, Planting, Pest control, Weeding, Risk management, Neighbor relations

a. Tracks

the group discussed the various track options as set out on the development plan and the tracks that were more favourable for prioritisation. More scoping work is required before deciding on the highest priority.

Action: Paul to combine Extension and Diagonal for upgrade. -Josh to provide maps of Option A, B, and as-is.

Action: Paul to come back to the committee with a design/concept for two alternatives of the diagonal track (and to consider the extension above the 4WD track)

There are a number of track projects to be considered (eg diagonal MTB track, walking track, loop tracks (high and low) etc); these will need to be individually identified and considered for prioritization.

Action: Flo to report back on suitability of proposed track names

Kirsty: Loop track.

For the portion of track to be considered on LPC land, a geotechnical assessment has been commissioned to assess the risks of rockfall and erosion. The committee will be kept up to date.

Paul increased 2k->10k for design of Urumau side of design. Consent also needed.

Planting

15 Totara seedlings from Te Kakahu – podocarp enrichment program

Hamish has a list of plants for Urumau that is being reviewed by Di Carter (CCC) and Kate Whyte (BPCT). Paul believes Totara is fine for the area.

Plant availability for the plants required are in short supply. Hamish is currently sourcing approximately 300 plants from Wai Ora - ensuring they are correctly eco sourced.

Paul suggested increasing the annual planting rate from 300 to 1000. Contractors could be used to plant beyond what volunteers can plant. A maintenance plan can also be discussed and have contractors to do.

Paul will start conversations with CCC nursery to collect seed for Urumau

Action: Paul to order 1000 plants for next year (2024)

b. Pest Control

Conservation Volunteers have a Whaka Ora Pest Programme about to start that may include Urumau. LPC predator control will be connected in. Hamish and Kirsty to coordinate.

Hamish: connecting through Kirsty, including Urumau, Steadfast into Whakaraupo, and Pony point is already happening.

c. Weeding

Action: Hamish working with City council for weed control and to generate a plan

*Best option: experienced contractors to spray Old-mans-beard. Plan for September.
Whakaraupo taking volunteers there in work schedule. 27 June working bee.*

- d. Risk Management
Neighbours to Urumau have requested authorization for Gorse removal working bee? *
Action: Paul to organize.
- e. Neighbor relations - invite neighbors to the community planting and weeding events

10. Any other business

Kirsty:

Kirsty suggested updating the "Urumau Development Plan", initially drafted in 2007 (Jenny Moore) and revised in 2017. It would be good to have a document that outlines the plan for the reserve and helps to provide a strategic management approach.

*Action: Kirsty/Helen to generate a draft outcomes and strategy document for the committee.
Once agreed, this will be used to help structure agendas for future meetings.*

11. Date of next meeting

The next meeting TBD – July 6th 7:30 rec center,
Tentative follow-up: Monday, 7 Aug 7pm Board room.

12. Closing Karakia

9:40pm

10. Orton Bradley Park Board Minutes

Reference / Te Tohutoro: 23/1019780

Report of / Te Pou Liz Beaven, Community Board Advisor

Matua: (Liz.Beaven@ccc.govt.nz)

General Manager / Mary Richardson, General Manager Citizens & Community

Pouwhakarae: (Mary.Richardson@ccc.govt.nz)

1. Purpose of Report Te Pūtake Pūrongo

Confirmed minutes have been received from:


Name	Subject
Orton Bradley Park Board	Minutes of the Park Board – 21 November 2022

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the minutes of the Orton Bradley Park Board meeting held on 27 June 2022.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Orton Bradley Park Board Meeting Minutes - 21 November 2022	23/1019781	30

Sensitivity: General

ORTON BRADLEY PARK

**MINUTES OF BOARD MEETING
ORTON BRADLEY PARK CAFÉ BOARD ROOM
21st NOVEMBER 2022**

Present: David Ferguson (Chair), Matt Cameron, Chris Glasson, Clayton Wallwork, Sean O'Connell, Stuart Lowe, Paul Devlin, John Thacker

In attendance: Ian Luxford
Alison Nicholl

Apologies: Scott Winter, John Rentoul, Howard Needham

Interests Register: No changes

Minutes of Previous Meeting, 3rd October 2022

This meeting was considered informal as no quorum was present. They were accepted, as such, by those present.

Matters Arising:

Café:

- Situation regarding resource and building consent unchanged. Documentation with Council, but not heard back. Ian expects the cost of obtaining the consents could be around \$8,000.
- The liquor licence has been applied for in name of Orton Bradley Park, in case the licensee changes.
- Café now open and going well. Parking area causing issues, people parking under trees. Hard to prevent grey area re paying to enter the park/going to café. David suggested looking at improvement of parking plan.

Spring Fair and Cath's Cottage : covered in Manager's Report.

Manager's Report:

Ian welcomed David as new Park Board Chairman. He thanked Matt for his help over the last 4 years – appreciated the opportunity to talk over issues.

Health and Safety

No staff related incidents.

- **Park Usage**
Patronage going up now the warm weather has arrived. The camp is filling up with locals.

Sensitivity: General

- Ian acknowledged the Rhododendrun Society for their considerable work in the park. **A letter of appreciation to be sent.**
- The campground is fully booked for Sail GP and Basecamp to be opened.

Jobs for Nature

- Possum numbers are significant. Trapping still to be done in main valley.
- Huge rat numbers, trapping up main valley around water sources. Not many stoats and weazels.
- Rabbits and hares a problem.

Further concern regarding dying eucalypts, numerous near the bridge. Possibly due to heat stress.

TAP

- Maintenance team cutting and pasting gorse. However not an option to cut and paste on 4WD tracks. Ian stated that 150m took 4 people, 4 day's work when doing by hand. With a mulcher and tractor it would be about an hour. Total distance of 4WD track to be mowed is approx. 12 km. Gorse encroachment effects approx. 5km of these tracks – potentially an expensive and time consuming task if done by hand. Suggest that the OBP replace 50 year old 2WD tractor with a 4WD model suitable for undertaking the mowing/gorse mulching role.
- Ian estimated a suitable tractor would cost around \$42,000, another \$5,000 for mulcher. Payback could be 5-10 years.
- Decision in principle to buy a tractor. Tractor now, possibly delay purchase of mulcher.
- Calculation required to decide between outright purchase or financing over time.
Park's old tractor could possibly be sold on Trade Me.

Dunmullet track has been realigned, taking out most of the steps. It will be well used.

No update from the Council re Head to Head walkway.

Ian sought permission for the Bob Coultas memorial seat to be placed back from the main gates in a position to admire the view. The Board agreed. (Bob Coultas's grandson, Matt, has been working on the TAP tracks)

Sensitivity: General

Planting:

Chris Glasson and group have finished planting on the seaward side of the road. Mulching next week.

Bridges:

- Scott Winter has had surgery and won't be painting the bridges. Ian to communicate with him regarding the project.

Ian to write letter to Brian Dixon and family expressing the Board's appreciation of funds donated for the installation of the new playground bridge.

Spring Fair:

- Brilliant weather day. Dale did a fantastic job of organisation.
- Sandy had a massive day in the café.
- Took approx. \$25,500, including GST. Approx. \$13,000 outgoings.
- Fair is viewed as a showcase for the park, not solely a fund-raiser.

Crazy capers event Show weekend – 100 km run. \$2,200 income.

Dale organising a quiz night to raise funds for the museum on 26th November. Tables all booked.

Cath's Cottage :

- New tenants in next weekend. They intend to occupy for 12-18 mths.
- Work to be done in bathroom – plasterers there at the moment.

Mapping Project :

GIS/GPS based is going to be a huge asset - illustrating QEII blocks, farmland, walking tracks etc. Use as base to redo the public information boards of the walking tracks.

Staff Wages Review:

- Discussion re staff remuneration needing adjustment in view of inflation.
- It was agreed by the Board that Dale's salary should be increased immediately to the stated amount, backdated to 1st November. Thus showing an appreciation of the extra workload he is undertaking.
- Manager and other staff 10% increase.

Sean O'Connell suggested that staff salaries be formally reviewed 12 monthly. May each year at the time of the Budget would be appropriate in view of end of financial year 30th June. Clayton suggested the Chairman and Ian consult.

4Sensitivity: General

The motion was put that Dale's salary be increased to the stated amount and remaining staff salary increased by 10%.

Proposed: David Ferguson

Seconded: Sean O'Connell

David moved that the Manager's Report and Finance Report be accepted.

Seconded: Chris Glasson

Correspondence:

Inwards: **22.10.22 Cochranes**, re quote for tractor.
30.9.22 NZX Wealth Technologies, re Custodial Reports, confirmation of assets

OTHER BUSINESS:

TAP

- Celebration of opening tomorrow night at Rapaki Marae.
- Ecological survey completed, to be presented next week at Tai Tapu Rhodes Domain. Conclusions may come from that.
- Trust Board composition review March of next year. Chris is keen for another year.

ON-GOING SOURCES OF FUNDING:

- Possibility of consulting Banks Peninsula MP, Tracey McLellan, re funding.
- Geopark looking for sites of significance, both geological and cultural heritage, may be worth pursuing – may contribute towards signage, pamphlets.
- Chris Glasson felt Christchurch Rotary may be a source of funding. He is prepared to put a proposal together for presentation to them.

David Ferguson proposed a strategic planning meeting early next year. Possibly engage speakers to make for productive use of time. Sean O'Connell offered an AA meeting room if thought appropriate.

John Thacker expressed concern re the state of signage throughout the park.

Bathroom in Manager's House:

Has been no progress. Ian will consult Scott Winter.

Chris Glasson has become aware that the Jacometti's house in Charteris Bay may come up for sale at some stage. He felt it may be worth considering an offer on the property and moving it to OPB as the next historical project.

Sensitivity: General

Carbon Off-setting

Clayton suggested it may be worth considering native forest carbon off-setting. Christchurch NZ looking to buy native forest for City Council – 100 units pa. There is a big demand at the moment.

He felt the sale would be low risk, but should be cautious who we sell them to. Something to consider in the future. Could be an asset to leverage publicity.

Clayton will investigate the options.

Christmas Lunch for Staff: Proposed to combine with volunteers' lunch in February.

Timing of next meeting: Ian suggested early February.

Meeting closed at 7.00 pm.

Signed: D. Ferguson Date: February or May

Sensitivity: General

Board Member	Represents	Nature of Interests
David Ferguson (Chairman)	Appointed	
Matt Cameron?	Appointed	Beca Ltd – Shareholder and Employee
Scott Winter	Christchurch City Council	Diamond Harbour Community Board Director S & S Solutions Ltd Diamond Harbour, Purau, Port Levy and Church Bay Residents Assn Board Member – Te Ahu Patiki Trust
Paul Devlin	Co-opted	Senior Head Ranger, Christchurch City Council
Clayton Wallwork	Canterbury Farm Forestry Assn	Orion NZ Ltd – Employee
Sean O’Connell	Automobile Association	Automobile Association – Employee
John Thacker	NZ Forest and Bird Assn	Lyttelton Harbour Information Centre Volunteer
Chris Glasson	Canterbury Arboretum Society	Director of Glasson Huxtable Landscape Architects Board Member – Te Ahu Patiki Trust
John Rentoul	Co-opted	n/a
Stuart Lowe	Treasurer	SBA SI Limited Group – Director TES group (professional trustees companies – Director WRT Trustees Ltd (trust company) – Director ORRBA Ltd – Director

11. Te Pātaka o Rākaihautū Banks Peninsula Community Board - Board Projects

Reference / Te Tohutoro: 23/915145

Report of / Te Pou
Matua: Philipa Hay, Community Development Advisor,
(Philipa.Hay@ccc.govt.nz)

Senior Manager /
Pouwhakarae: Mary Richardson, General Manager Citizens & Community
(Mary.Richardson@ccc.govt.nz)

1. Purpose of Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for Te Pātaka o Rākaihautū Banks Peninsula Community Board to formally nominate Board Projects it wishes to submit to its 2023/24 Discretionary Response Fund for funding consideration.

2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Nominate Summer with your Neighbours 2023-24 for \$3,000 as a Board Project to be considered for funding from its 2023/24 Discretionary Response Fund.
2. Nominate ANZAC Day 2024 - Wreaths, and Diamond Harbour contribution for \$1,000 as a Board Project to be considered for funding from its 2023/24 Discretionary Response Fund.
3. Nominate Community Service Awards 2024 for \$3,000 as a Board Project to be considered for funding from its 2023/24 Discretionary Response Fund.

3. Context/Background Te Horopaki

Issue or Opportunity / Ngā take, Ngā Whaihua rānei

3.1 Summer with your Neighbours 2023 - 24

Summer with your Neighbours (formerly known as Neighbourhood Week) is celebrated annually from October through to March. Individuals and community groups hold a variety of small neighbourhood events in their local areas. This helps neighbours and communities to get to know each other and enhances community and neighbourhood safety as a result. A contribution towards approved events is provided on return of receipts.

3.2 ANZAC Day 2024 - Wreaths and Diamond Harbour contribution

Each year ANZAC Day citizens' ceremonies are organised and held on 25 April in Banks Peninsula - typically in Lyttelton, Diamond Harbour, Akaroa and Little River. These ceremonies include parades of local service groups, speeches and laying of wreaths. A wreath is laid at each ceremony by Board members on behalf of the Board. Despite recent ANZAC commemorations having been modified or cancelled due to COVID-19 requirements, this is a long-standing tradition. It provides an opportunity for the Board to show its support, and recognise the sacrifices that have been made in these small communities. An annual grant is allocated towards commemorations in Diamond Harbour.

3.3 Community Service Awards 2024

Community Service Awards are awarded to individuals and/or groups in recognition of significant voluntary service. In the Banks Peninsula area, these are held triennially at a single event usually in June; and have alternated between the Lyttelton/Mt Herbert and

Akaroa/Wairewa subdivisions. The last Awards were held at Otoromiro Hotel Governors Bay (Lyttelton Subdivision).

Strategic Alignment/ Te Rautaki Tīaroaro

- 3.4 The recommendations are aligned to the Council's Strategic Framework and in particular the strategic priorities of a Collaborative and Confident City and A Cultural Powerhouse City. The projects recommended above also align with the four pillars of the Te Haumako Te Whitingia Strengthening Communities Together Strategy - People, Place, Participation and Preparedness.

Decision Making Authority / Te Mana Whakatau

- 3.5 The Community Board has the delegated authority to determine the allocation of the Discretionary Response Fund for each community.
- 3.5.1 Allocations must be consistent with any policies, standards or criteria adopted by the Council.
- 3.5.2 The Fund does not cover:
- Legal challenges or Environment Court challenges against the Council, Council Controlled organisations or Community Board decisions
 - Projects or initiatives that change the scope of a Council project or that will lead to ongoing operational costs to the Council (though Community Boards can recommend to the Council that it consider a grant for this purpose).

Assessment of Significance and Engagement / Te Aromatawai Whakahirahira

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

Discussion / Kōrerorero

- 3.9 The amount available for allocation in the 2023/24 Banks Peninsula Discretionary Response Fund is dependent on the Board approved allocations for its 2023/24 Strengthening Communities Fund. The decision meeting is scheduled for the Board's 7 August meeting.
- 3.10 The 2023/24 Banks Peninsula community grants budget is \$199,233. Please note that this amount does not include any carry-forward from the 2022-23 year as this figure is still being finalised.
- 3.11 The three potential Board Projects that the Board may wish to put forward for consideration for the 2023/24 Banks Peninsula Discretionary Response Fund were discussed with the Board at its workshop on 29 May 2023 and have been agreed as part of the Unit work programmes.

Attachments Ngā Tāpirihanga

There are no attachments to this report.

Confirmation of Statutory Compliance Te Whakatūtututanga ā-Ture

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

- | |
|---|
| <ul style="list-style-type: none">(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. <p>(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.</p> |
|---|

Signatories Ngā Kaiwaitohu

Author	Philipa Hay - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula

12. Banks Peninsula 2023-24 Discretionary Response Fund Report - July 2023

Reference / Te Tohutoro: 23/974587

Report of / Te Pou Matua: Philipa Hay, Community Development Advisor, (Philipa.Hay@ccc.govt.nz); Andrea Wild, Community Development Advisor, (Andrea.Wild@ccc.govt.nz)

Senior Manager / Pouwhakarae: Mary Richardson, General Manager Citizens & Community (Mary.Richardson@ccc.govt.nz)

1. Purpose of Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Te Pātaka o Rākaihautū Banks Peninsula Community Board to consider an application for funding from its 2023-24 Discretionary Response Fund from the organisation listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
65994	Lyttelton Community House Trust	Funding for replacement commercial oven	\$2,413	\$2,413

- 1.2 There is currently a balance of \$22,556 remaining in the fund.

2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves a grant of \$2,413 from its 2023-24 Discretionary Response Fund to Lyttelton Community House Trust towards a replacement commercial oven.

3. Key Points Ngā Take Matua

Strategic Alignment Te Rautaki Tīaroaro

- 3.1 The recommendations above are aligned to the Council's Strategic Framework and in particular the strategic priorities of a Collaborative and Confident City and A Cultural Powerhouse City. The projects also align with the Te Haumako Te Whitingia Strengthening Communities Together Strategy.

Decision Making Authority Te Mana Whakatau

- 3.2 The Community Board has the delegated authority to determine the allocation of the Discretionary Response Fund for each community.
- 3.2.1 Allocations must be consistent with any policies, standards or criteria adopted by the Council.
- 3.2.2 The Fund does not cover:
- Legal challenges or Environment Court challenges against the Council, Council Controlled organisations or Community Board decisions

- Projects or initiatives that change the scope of a Council project or that will lead to ongoing operational costs to the Council (though Community Boards can recommend to the Council that it consider a grant for this purpose).

Assessment of Significance and Engagement Te Aromatawai Whakahirahira

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


Discussion Kōrerorero

- 3.6 At the time of writing, the balance of the 2023-24 Banks Peninsula Discretionary Response Fund (DRF) is still being finalised. (However, \$22,556 in funding remained unallocated from the Board's 2022-23 DRF.)
- 3.7 Board Projects for the 2023-24 year are to be identified at the 10 July 2023, and allocations will be made for these projects from the Board's 2023-24 DRF at the 7 August 2023 meeting.

Total Budget 2023/24	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$22,556 (Carry-forward from 2022/23 DRF)	\$0	\$TBD	\$TBD

- 3.8 The total 2023-24 DRF available for allocation will be dependent on the Board approved allocations for its 2023-24 Strengthening Communities Fund. The decision meeting is scheduled for the Board's 7 August meeting.
- 3.9 The 2023-24 Banks Peninsula community grants budget is \$199,233. Please note that this amount does not include any carry-forward from the 2022-23 year.
- 3.10 Based on the current Discretionary Response Fund criteria, the application listed above is eligible for funding.
- 3.11 The attached Decision Matrix provides detailed information for the application. This includes organisational details, project details, financial information and a staff assessment.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Lyttelton Community House Trust - Commercial Oven	23/987383	44

Confirmation of Statutory Compliance Te Whakatūturutanga ā-Ture

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

- | |
|---|
| <ul style="list-style-type: none"> (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. |
| <p>(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.</p> |

Signatories Ngā Kaiwaitohu

Authors	Philipa Hay - Community Development Advisor Andrea Wild - Community Development Advisor Rym Lamrani - Community Development Advisor Trisha Ventom - Community Recreation Advisor Jane Harrison - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula

2022/23 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

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

00065994	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Lyttelton Community House Trust	Funding for replacement commercial oven Lyttelton Community House Trust prepare and deliver meals for the Lyttelton Harbour basin communities. Contribution is sought towards the cost of a replacement commercial oven.	\$ 3,913 Requested \$ 2,413 (62% requested)	Commercial oven/cook top - \$2,413	\$ 2,413 That Te Pātaka o Rākaihautū Banks Peninsula approves a grant from its 2022-23 Discretionary Response Fund of \$2,413 to Lyttelton Community House Trust towards a replacement commercial oven.	2

Organisation Details Service Base: 7 Dublin Street, Lyttelton Legal Status: Charitable Trust Established: 25/02/2009 Target Groups: Health & Wellbeing Annual Volunteer Hours: 6,000 Participants: 2,000 Alignment with Council Strategies <ul style="list-style-type: none"> Te Haumako Te Whitingia Strengthening Communities Together Strategy Community Board priority - Good social and physical connections for our communities CCC Funding History 2022/23 - \$25,000 (Wages and Operational Costs Yr 3 of 3) - SCF 2021/22 - \$3,000 (Funding towards the cost of disability modifications for their van) - DRF 2021/22 - \$25,000 (Wages and Operational Costs Yr 2 of 3) - SCF 2020/21 - \$24,000 (Wages and Operational Costs Yr 1 of 3) - SCF	Other Sources of Funding Cressy Trust - \$1,500 (Pending) Staff Assessment Lyttelton Community House Trust (LCHT) is the sole provider of social services in Lyttelton. Established in 2009 it has a good track record of providing services which meet the needs of older adults and vulnerable members of the community. LCHT prepares and cooks meals which are delivered to elderly and vulnerable members who cannot easily provide their own meals. The group asks for a small donation towards the meal (\$8.50 for those that can afford this). Some people receive a regular five meals per week. Others are occasional users through temporary ill-health, surgery, etc. They deliver around 4,000 meals per year, including to Diamond Harbour. Black Cat Ferries transport the meals over to Diamond Harbour where volunteers deliver them. LCHT also provide a free weekly community lunch every Tuesday in the House, which is based at 7 Dublin Street, Lyttelton. The commercial oven in Community House which is used to cook these meals needs replacing. It has had ongoing issues that require regular servicing. LCHT would like to purchase a Fisher & Paykel 90cm freestanding oven with induction cooktop as a replacement. They have chosen this model because it can be cleaned underneath which is essential in a commercial kitchen. Rationale for staff recommendation: <ul style="list-style-type: none"> The meals delivery service provided by Lyttelton Community House Trust is a valuable one which is not provided by any other organisation in the area. It strongly aligns with the funding outcomes and priorities of the Te Haumako Te Whitingia Strengthening Communities Together Strategy, especially Objective 4.3 - Support neighbourhood and city-wide initiatives aimed at increasing a sense of neighbourliness, safety, and wellbeing, as well as the Community Board priority - Good social and physical connections for our communities.
---	---

13. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - July 2023

Reference / Te Tohutoro: 23/738801

Report of / Te Pou Penelope Goldstone, Community Governance Manager
Matua: (Penelope.Goldstone@ccc.govt.nz)

General Manager / Mary Richardson, General Manager Citizens & Community
Pouwhakarae: (Mary.Richardson@ccc.govt.nz)

1. Purpose of Report Te Pūtake Pūrongo

This report provides the Board with an overview on initiatives and issues current within the Community Board area.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report for June 2023.

3. Community Support, Governance and Partnership Activity

3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Lyttelton Recreation Centre	The Taurite Tu exercise programme which is especially designed for Māori aged 50 plus will begin at the Lyttelton Recreation Centre in July. Members of the Te Rūnanga o Ōtākou (Otago) have designed this programme with physiotherapists and Māori movement experts to make a safe, engaging programme. The programme is being coordinated and delivered via Te Hāpu o Ngāti Wheke.	Starts 14 July	Good social and physical connections for our communities
Koukourārata Health & Safety Project	Koukourārata Rūnanga wants to work more closely with Council to be able to achieve their Health & Safety project, which is about mitigating the impacts of flooding. This project is partly funded by Environment Canterbury (ECAN), more funding needs to be found.	Ongoing	Proactive planning for climate change Improve infrastructure to support community resilience

Activity	Detail	Timeline	Strategic Alignment
Wānanga with Ōnuku Rūnanga	Community Board members who were available and staff attended a wānanga at Ōnuku marae on 25 May 2023.	Ongoing	Good social and physical connections for our communities
Akaroa Recreation Ground	The Akaroa community has highlighted the lack of recreation facilities, the poor state of the tennis courts at the Akaroa Recreation Ground, and the lack of use of the Akaroa Sports Pavilion. The community wishes to work with Council to enhance the facilities. A meeting was held on 19 May 2023 to discuss community's concerns.	Ongoing	Good social and physical connections for our communities
Support community groups with funding strategies and avenues	Following applications received for the Strengthening Communities Fund, staff are working with several groups supporting funding strategies and strategic planning.	Ongoing	Good social and physical connections for our communities
Little River Flooding Round Table Group	Following the Flooding Hui in August 2022 this group was formed to explore flood mitigation options in the Little River township. The group includes rūnanga, Water Zone Committee and community representatives along with staff and elected members from the Council and Environment Canterbury. The group met in December 2022, April 2023 and again in June 2023. Discussions have centred around the Kinloch Bridge area to date and will focus on the wider catchment in coming months to ascertain key sites for further investigation. Funding options will also be explored.		Improve infrastructure to support community resilience
Le Bons Bay Flooding Round Table Group	The membership of this group has now been finalised, although a meeting has not yet been held owing to staff resourcing. The first meeting is expected to be in July 2023.		Improve infrastructure to support community resilience

Activity	Detail	Timeline	Strategic Alignment
Little River Community Resilience Planning	A group of local community members is working with local governance and Civil Defence Emergency Management (CDEM) staff and the Wairewa Rūnanga to initiate community resilience planning and the creation of a community emergency hub in Little River. Local businesses and emergency services are being approached to contribute to an initial session that will focus on identifying hazards, identifying existing resources, personal and whanau planning and creating a working group to organise the hub. The ultimate aim is to create a Community Resilience Plan for the wider Wairewa area.		Proactive planning for climate change
Little River Dog Exercise Area	After a successful trial period, the dog exercise area will continue in an informal capacity until it is able to be added to the Christchurch City Council Dog Control Policy which is currently under review. The Little River Wairewa Community Trust has partnered with Council on this project and has provided fencing and planting in the area. The Trust is currently looking at options for funding signage and further planting.		Good social and physical connections for our communities
Little River Coronation Library	The Little River Wairewa Community Trust has been granted use of the library once earthquake repairs have been completed in the coming months. The Trust is currently working with staff to finalise plans for the layout of the building and to explore community uses of the facility once it is open. This will be a significant asset for the Trust enabling it to create a community hub for its numerous activities.		Good social and physical connections for our communities.

Activity	Detail	Timeline	Strategic Alignment
Hunters Road Outline Development Plan	A project team has been established to develop an Outline Development Plan (ODP) for the site. This includes considering all potential uses of the site, by Council, community and other agencies and assessing the land for any geotechnical or cultural features or restrictions to use.		Support community-based solutions for currently unused significant Council-owned sites
Anti-social road users	A multi-agency meeting to consider anti-social road users was held on 19 June 2023. Various units of Council participated and gave feedback about what they may be able to do to support efforts to address this issue, along with representatives from the Police, community and Tracey McLellan MP's office.		Assist the Community to tackle the issues caused by Anti-Social Road Users.
Destination Management Plan	An official submission on the DMP was made by the Community Board to ChristchurchNZ as part of the consultation process. ChristchurchNZ presented the full consultation findings to the Community Board on 29 May 2023 and it was agreed that the Plan would be altered in line with key findings and that this second iteration would be peer reviewed by independent experts. Version 2 will also be workshopped with all affected/interested parties.		Tourism opportunities are balanced with social, cultural, economic and environmental values.

Activity	Detail	Timeline	Strategic Alignment
Allandale Hall	A meeting was held on 15 June 2023 with members of the Allandale Reserve Committee and Community Facilities to consider options for the future of the Hall in the short, medium and long-term. A member of the Coastal Hazards Planning team explained that Allandale has been selected as one of the six priority locations to focus on due current and projected coastal hazard impacts. It is projected that Allandale Hall will be impacted by coastal flooding and tidally influenced groundwater once the sea level has risen by around 40cm or sooner under particularly extreme conditions (storms). Adaptation planning in Allandale will involve looking at the shorefront landfill and Allandale Hall amongst other public assets. He recommended that any medium to long-term planning around the Hall should consider sea level rise.		Good social and physical connections for our communities.

3.2 Community Funding Summary

- 3.2.1 **Community Board Discretionary Response Fund (DRF) 2022/23** – as at 20 June 2023 Discretionary Response Fund unallocated balance for 2022/23 is \$22,556. The unallocated balance will be carried forward for allocation through the Board's DRF in the new financial year (1 July 2023).
- 3.2.2 **2022/23 Youth Development Fund** – No applications have been received and allocated funding since the Board's 12 June 2023 meeting.
- 3.2.3 The 2022/23 Discretionary Response Funding Spreadsheet is attached for record purposes. **(Attachment A).**
- 3.2.4 **2023/24 Strengthening Communities Fund (SCF)** – This is our annual funding round for Board grants. The fund closed for applications at midnight on Friday, 14 April 2023. Applications are for operational funding and/or project costs for the year starting 1 September 2023. Decisions will be made by the Board in August.

3.3 Participation in and Contribution to Decision Making

- 3.3.1 **Report back on other Activities contributing to Community Board Plan [for items not included in the above table but are included in Community Board Plan]**
- **Community Board Plan** - A copy of the finalised Community Board Plan was sent to everyone who submitted their thoughts on it. Submitters were thanked for their feedback and the key changes made as a result of this feedback were set out.

An Implementation Plan is now underway with Board members identifying elected member responsibility, staff resources required and partners to work with for each action.

3.3.2 Council Engagement and Consultation.

- **Have your Say** – at the time of writing the report the following consultations were open within the Community Board Area and city-wide consultation:

Topic	Closing Date	Link
Tree Planting Plans	17 July 2023	Tree Planting Plans : Christchurch City Council (ccc.govt.nz)
Takamatua Domain Landscape Development Plan	23 July 2023	Takamatua Domain landscape development plan : Christchurch City Council (ccc.govt.nz)
Draft Greater Christchurch Spatial Plan	23 July 2023	Draft Greater Christchurch Spatial Plan : Christchurch City Council (ccc.govt.nz)
Cruising and Prohibited Times on Roads Bylaw	25 July 2023	Cruising and Prohibited Times on Roads Bylaw : Christchurch City Council (ccc.govt.nz)

- **Draft Tourism Environment Action Plan 2023** - An Environment Action Plan for the Tourism industry that aims to protect and preserve the natural world. The long-term goal of this plan is to form Aotearoa as a global leader in regenerative tourism; shifting the tourism industry to give back more than it takes. Submissions close on 19 July 2023. There is a workshop on the draft plan on 10 July, 1.30pm to 2.30pm at Enterprise Precinct and Innovation Campus. More information and the plan can be found at: <https://www.mbie.govt.nz/have-your-say/draft-tourism-environment-action-plan/>
- **Start Work Notices** – Various Start Work Notices have been sent to the Board throughout the month. All Board area and city-wide start work notices can be found at: <https://ccc.govt.nz/transport/works>.

3.4 Governance Advice

3.4.1 **Public Forum** – The Board received the following public forum presentations at its 12 June 2023 meeting:

- The Banks Peninsula Destination Management Plan.
- Pest Free Banks Peninsula.
- Community Board Plan 2023-25 and rural road standards.
- Electoral Signage appearing on State Highway 75.

3.4.2 **Hui a Hapori Community Open Forum** – The Board received the following Hui a Hapori Community Open Forum presentations on 26 June 2023.

- Impact of Cruise Ships on local retailers.
- Anti-Social Road Users Community Group.

3.4.3 **Board Requests** – The Board made the following requests at its 12 June meeting and 26 June Hui a Hapori Community Open Forum:

- Requests that the Board's letter to the Ministers of Transport, Tourism, and Climate Change and the Ministers of Tourism and Climate Change reply be included in the next Community Board Newsletter.
- Requests the Head to Head Walkway Working Party to make a recommendation to the Board for the appointment of the Head to Head Walkway Working Party Chairperson.
- The Board agreed to request staff advice on the Council roles in tidying up the beaches within the Akaroa Harbour, in particular the beachfronts adjacent to the Akaroa Township.
- The Board agreed to attach to its letter to ChristchurchNZ, Environment Canterbury, and Christchurch City Council on the impact of Cruise Ships, the presentation from the Lyttelton Retailers.





3.4.4 **Board Briefings** – The Board received the following briefings during June 2023:

- BP Meats Site in Akaroa.
- Yew Cottage.
- Kukup Hostel.
- Canterbury Police Update.
- Graffiti Programme.
- Allandale Hall.
- HMNZS Steadfast.
- Te Pā o Rākaihautū Proposal - Diamond Harbour

4. Advice Provided to the Community Board

- 4.1 **Jetty Road, Governors Bay Parking** – Memorandum in reply to the Board's 13 February 2023 request: *The Board agreed to seek staff advice on the possible provision of parallel or angle parking and parking restrictions on Jetty Road near the Governors Bay Jetty* (**Attachment B**).
- 4.2 **Customer Service Requests Report** – providing an overview of the number of Customer Service Requests that have been received, including the types of requests being received and a breakdown of how they are being reported from 1 April 2023 to 30 April 2023 is attached. (**Attachment C**).
- 4.3 **Graffiti Report** – the Graffiti Snapshot Report for May 2023 is attached. (**Attachment D**)

Attachments Ngā Tāpirihanga

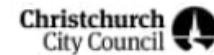
No.	Title	Reference	Page
A 	Te Pātaka o Rākaihautū Banks Peninsula Community Board 2022/23 Discretionary Response Summary as at 20 June 2023	23/957957	53
B 	Mermorandum: Jetty Road, Governors Bay Parking - 23 June 2023	23/983005	54
C 	Customer Service Requests - May 2023	23/862978	56
D 	Graffiti Report - May 2023	23/1001922	57

Signatories Ngā Kaiwaitohu

Authors	Liz Beaven - Community Board Advisor Leonie Hall - Support Officer Jane Harrison - Community Development Advisor Philipa Hay - Community Development Advisor Adrianna Hess - Banks Peninsula Governance Adviser Rym Lamrani - Community Development Advisor Natasha McDonnell - Banks Peninsula Governance Advisor Trisha Ventom - Community Recreation Advisor Andrea Wild - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula Matthew McLintock - Manager Community Governance Team Matthew Pratt - Acting Head of Community Support and Partnerships

Banks Peninsula Discretionary Response Fund 2022/23		Board Approval
BUDGET		
Transfer of unallocated 2022/23 Strengthening Communities funds to the 2022/23 Discretionary Response Fund	\$45,401.00	15/08/2022
Shape Your Place Toolkit	\$0.00	
Carry Forward from 2021/22	\$11,005.00	
Unused DRF/YDF Funds Returned		
Total BUDGET	\$56,406.00	
ALLOCATIONS MADE:		
Discretionary Response Fund		
Community Board - ANZAC Day 2023 Wreaths & Diamond Harbour Grant	\$ 1,000.00	15/08/2022
Community Board - Summer with your Neighbours 2022/23	\$ 3,000.00	15/08/2022
Okains Bay School Board of Trustees – 150th Celebrations	\$ 2,000.00	12/09/2022
Little River Farmers Market Inc. - Little River Farmers Market 2022/23	\$ 1,800.00	7/11/2022
Little River Craft Station Inc. - Information Station	\$ 2,500.00	11/04/2023
Diamond Harbour & Districts Health Support Group - Health Centre Upgrade consent costs	\$ 8,250.00	11/04/2023
The Loons Club Incorporated, Lyttelton - ANZAC Day Commemoration Celebration	\$ 500.00	8/05/2023
The Living Streams Community Nursery Trust - Automatic Irrigation System	\$ 4,000.00	8/05/2023
Akaroa District Promotions - Contingency Funding	\$ 4,000.00	8/05/2023
The Lyttelton Arts Factory Trust - Lyttelton Arts Festival 2023	\$ 2,000.00	12/08/2023
The Lyttelton Recreation Centre Trust - Installation of wall mural	\$ 1,500.00	12/08/2023
Okuti Valley Rec and Sports Club Inc - Heat Pump Replacement	\$ 2,000.00	12/06/2023
Discretionary Response Fund Allocated	\$32,550.00	
Youth Development Fund		
Nishad Kant - Basketball (Invercargill)	\$150.00	18/08/2022
Lucy Luxford - Optimist Sailing (New Caledonia)	\$200.00	20/09/2022
Abby Laird - basketball tournament	\$150.00	30/09/2022
Edward Lopes - Rowing Championships (Bulgaria)	\$300.00	11/04/2023
Charlie Bridger - Sailing Championships (Spain)	\$500.00	8/05/2023
Youth Development Fund Allocated	\$1,300.00	
Shape Your Place Toolkit	\$ -	
Shape Your Place Toolkit Allocated	\$ -	
TOTAL: Shape Your Place Toolkit Unallocated	\$ -	
TOTAL: Discretionary Response Fund Unallocated	\$22,556.00	
Pending Board Approval		
Pending Board Approval Balance		
TOTAL: Discretionary Response Fund Remaining if Pending approved	\$22,556.00	
Funds reserved:		
Allandale Truck Yard Lease Allocation	\$30,030.00	

Memos



Memo

Date: June 2023
From: Wayne Anisy, Traffic Engineer
To: Te Pātaka o Rākaihautū Banks Peninsula Community Board
Cc: Penelope Goldstone – Community Governance Manager, Banks Peninsula
Reference: 23/929454

Jetty Road Parking

1. Purpose of this Memo

- 1.1 The purpose of this memo is to inform the Board of recent staff investigations relating to parking on Jetty Road, Governors Bay.
- 1.2 The Te Pātaka o Rākaihautū Banks Peninsula Community Board referred the agenda item 15.1 correspondence to staff at its meeting of 13 February 2023, resolving that:
"The Board agreed to seek staff advice on the possible provision of parallel or angle parking and parking restrictions on Jetty Road near the Governors Bay jetty".
- 1.3 This memorandum is in response to this request from the Board.

2. Investigations

- 2.1 Staff have undertaken investigations into the requests for parking provisions near to the Governors Bay Jetty. When investigations took place there was various contractor equipment and Jetty related construction materials present (shipping container, machinery, timber battens, fencing etc) so a true indication of the available space and perceived issues was not obtained.
- 2.2 Checks also identified that the road down to the Jetty would need to remain open as there is a wastewater pump station present near the Jetty which needs to be serviced/maintained when required.
- 2.3 Checks were also undertaken within the Council Hybris system and NZTA-Police Crash Analysis System (CAS). Both systems did not bring up any past or present safety concerns or incidents.
- 2.4 Based on the investigations, it is hard to get a true indication of any immediate remedies to address an issue that is not currently present. However, staff do agree that there is limited space on the road leading down to the Jetty so signage to indicate this is being proposed (see below).

Memos



3. Conclusion

At this stage, signage will be installed to inform users of the limited parking and turning options on Jetty Road beyond the Cresswell Avenue junction, and Operations staff will continue to monitor the area after the jetty is re-opened prior to any further decisions being made to install parking measures.

Further to this, any short-term parking issues created by planned Jetty re-opening gatherings will require an event Traffic Management Plan (TMP) to address these issues.

Attachments Ngā Tāpirihanga

There are no attachments to this memo.

Signatories Ngā Kaiwaitohu

Author	Wayne Anisy - Traffic Engineer
Approved By	Katie Smith - Team Leader Traffic Operations Stephen Wright - Manager Operations (Transport)

Ticket Report

01 05 2023 - 31 05 2023

Banks Peninsula

Tickets Reported in May 2023

528

Reported Tickets last ...

Status as of Report Date

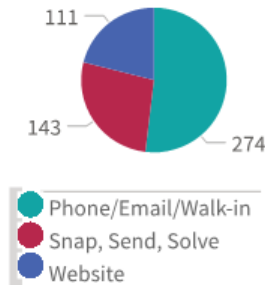
Open

197

Closed/Resolved

331

Channels



Currently Open Tickets*

1021

Open Tickets all

14

avg open ticket age (days)

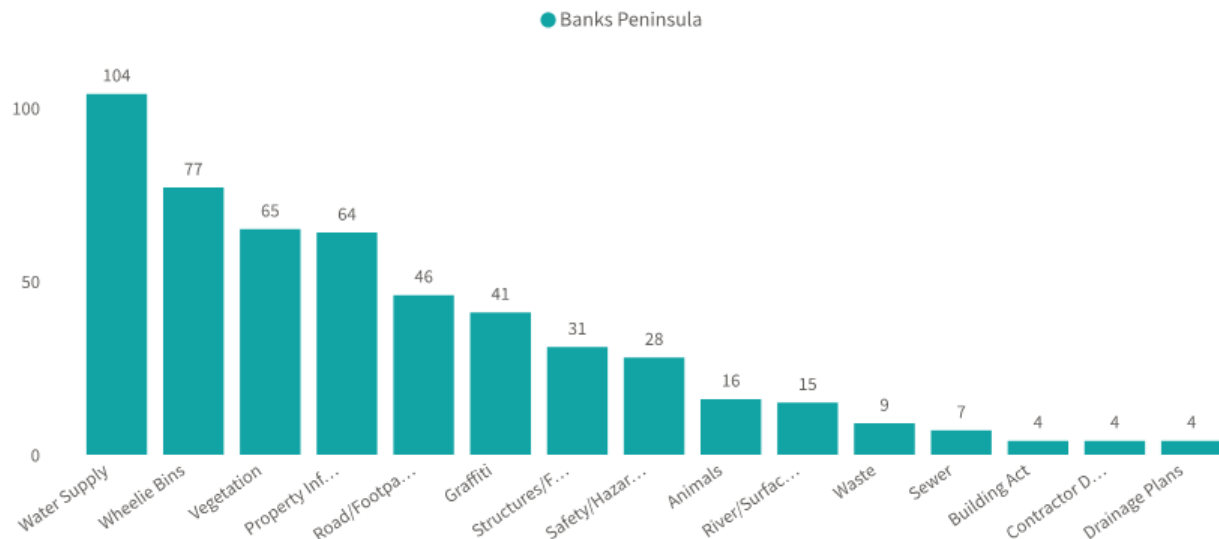
25% of open tickets are less than 36 days old

50% of open tickets are less than 116 days old

75% of open tickets are less than 335 days old

*Open as of report date, reported all time

Top 15 Incident Categories



Top 10 Object Categories

# Tickets	ObjectCategory
59	Water Leak
45	Damaged Bin
41	Graffiti
35	Residential Property Files
30	Water Supply
28	Trees
26	Garden/Landscaped Area
19	Residential LIM
16	Road/Hard Surface
13	Building Maintenance
13	Missing Bin

Report date:
02 Jun 2023

GRAFFITI SNAPSHOT

May 2023

Ward & Suburb Insights



Ward Reporting

This is an indication (compared to the previous month) of how active our citizens are. Several people may report the same "tag" so this is not the best way to determine the amount of graffiti present.

Ward	# of Tickets - Latest Month	# of Tickets - Previous Month	% Monthly Change
Banks Peninsula	40	10	300%
Burwood	86	44	95%
Cashmere	112	61	84%
Central	1,111	697	59%
Coastal	120	132	-9%
Fendalton	81	74	9%
Halswell	115	85	35%
Harewood	35	35	0%
Heathcote	268	202	33%
Hornby	74	36	106%
Innes	74	40	85%
Linwood	77	59	31%
Papanui	66	27	144%
Riccarton	107	109	-2%
Spreydon	163	144	13%
Waimairi	39	37	5%
Total	2,568	1,792	43%

Ward Removal

This is an indication (compared to the previous month) of how much graffiti has been removed. This gives a better indication of the amount of graffiti present.

Ward	Cleaned Graffiti latest month - mtrs2	Cleaned Graffiti previous month - mtrs2
Banks Peninsula	80	272
Burwood	122	126
Cashmere	70	103
Central	2949	2,780
Coastal	258	777
Fendalton	161	60
Halswell	142	253
Harewood	231	173
Heathcote	1505	2,038
Hornby	115	200
Innes	76	91
Linwood	183	275
Papanui	136	58
Riccarton	155	90
Spreydon	255	228
Waimairi	97	29
Total	6534	7,551

Reporting Hot Spots

Streets/Locations with the most reported graffiti

Street	# of Tickets - Latest Month	# of Tickets - Previous Month
Colombo Street	32	21
Cathedral Square, Worcester to Colombo	23	6
St Asaph Street	20	9
Gloucester Street	14	5
Washington Way Reserve, Sydenham	14	6
Avon Riverbank Central City	13	11
Tuam Street	13	1
Christchurch Southern Motorway, Christchurch Southern to Christchurch Southern	12	9
Denton Park	12	

Removal Hot Spots

Locations with the most graffiti removed (m2)

Street	Cleaned Graffiti Square Metres
Washington Way Reserve, Sydenham	372
Cathedral Square, Worcester to Colombo	148
Club Lane \ Oxford Terrace, Central City	146
Sheldon Park	130
Colombo Street \ Bath Street, Central City	126
Moorhouse Avenue \ Waltham Road, Sydenham	121
St Asaph Street	120
Falsgrave Street \ Lismore Street, Waltham	112
Fitzgerald Avenue \ Gloucester Street, Central City	105
Lismore Street \ Falsgrave Street, Waltham	90
Worcester Street, Tramway to Manchester	88
Deans Avenue, Lester to Mayfair	84
Pilgrim Place, Moorhouse to Moorhouse	84
Wairakei Road, Farrington to Charlcott	84
Moorhouse Avenue, Durham to Colombo	83
Colombo Street, Carlyle to Moorhouse	82
Allen Street \ Madras Street, Central City	80
Gloucester Street \ Fitzgerald Avenue, Central City	80
Manchester Street, St Asaph to Tuam	75
Waltham Road, Wordsworth to Mowbray	75
Cathedral Square	67

GRAFFITI SNAPSHOT

May 2023

Further Insights

Reporting Activity

Reporter Type	Total
Individual Volunteer	1,165
Non Volunteer	910
Friend Volunteer	259
Group Volunteer	234
Total	2,568

% of Reports made by Volunteers



Monthly Draw Winner: TBA

Top 5 Volunteer Reporters

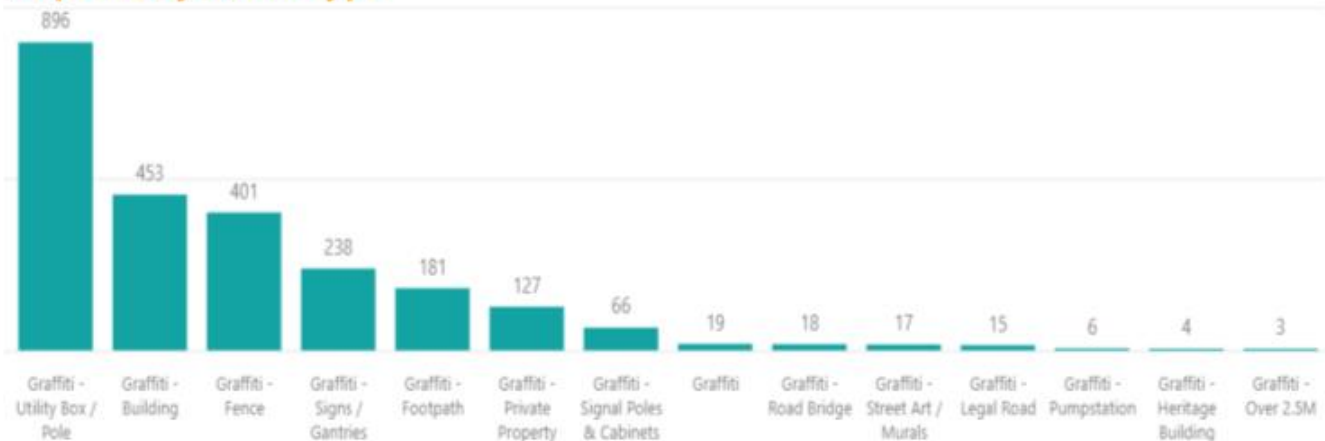
Peter
Anne
Luis
Graeme
Denise

Most reported TAG

Locations and details of these TAGS are forward to the Police each month.

ET
Ravi
BRASK
KP/KAEP

Reports by Asset Type



From the Police

Age Group	Proceeding Type	Area
10-17	Formal Warning	Akaroa

New Murals

A few artists have come together to submit their design for Chorus and OneNZ cabinets, These are 2 recently completed cabinets



Chorus Cabinet done by Mitch Reid on Shakespeare Rd



Chorus cabinet done by Gavin Fantastic on Aston Dr

14. Elected Members' Information Exchange Te Whakawhiti Whakaaro o Te Kāhui Amorangi

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.

Karakia Whakamutunga

Unuhia, unuhia Unuhia ki te uru tapu nui Kia wātea, kia mā mā, te ngākau, Te tinana te wairua i te ara takatā Koia rā e Rongo, whakairia ake ki runga Kia tina! TINA! Hui e! TĀIKI E!	<i>Draw on, draw on, Draw on the supreme sacredness To clear, to free the heart, the body and the spirit of mankind Rongo, suspended high above us (i.e. in 'heaven') Draw together! Affirm!</i>
--	--