



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 12 August 2024
Time: 10 am
Venue: Wairewa Little River Boardroom, 4238 Christchurch
Akaroa Road, Wairewa Little River

Membership

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

7 August 2024

Principal Advisor

Penelope Goldstone
Manager Community Governance, Banks
Peninsula
Tel: 941 5689

Liz Beaven
Community Board Advisor
941 6601

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

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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

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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.
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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, 8 July 2024](#) be confirmed (refer page 7).

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.

5.1 Te Pātaka o Rākaihautū Banks Peninsula Community Managed Facilities Audit

The following presenters will speak to the Board regarding Item 14 – Te Pātaka o Rākaihautū Banks Peninsula Community Managed Facilities Audit.

Item number	Name	Organisation
5.1.1	Pam Richardson	Pigeon Bay Hall
5.1.1	Graham Barrell	Allandale Reserve Committee
5.1.2	Rennie Davidson	Okuti Hall Committee

5.2 177 Pūrau Avenue return by way of transfer to Te Hapū o Ngati Wheke

Gail Gordon, will speak on behalf of Te Hapū o Ngati Wheke regarding Item 10 – 177 Pūrau Avenue return by way of transfer to Te Hapū o Ngati Wheke.

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 8 July 2024
Time: 10.02 am
Venue: Akaroa Boardroom, 78 Rue Lavaud Akaroa

Present

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

Principal Advisor

Penelope Goldstone
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- 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.

The Board observed a moment of silence acknowledging the recent passing of Kay Holder, Regional Parks Manager of Christchurch City Council.

1. Apologies Ngā Whakapāha

Part C

Community Board Resolved BKCB/2024/00041

That the apology for absence received from Luana Swindells be accepted.

Lyn Leslie/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/2024/00042

That the minutes of Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on Monday, 10 June 2024 be confirmed.

Asif Hussain/Cathy Lum-Webb

Carried

4. Public Forum Te Huinga Whānui

Part B

4.1 He Ara Roimata ki te Anamata - Takapūneke, our journey, our survivance

Victoria Andrews, local resident, spoke to the Board about the current museum exhibition and the closure of the I-site in Akaroa, which is also the NZ Post parcel depot. Ms Andrews highlighted that local residents cannot access parcels arriving by post.

After questions from members, the Chairperson thanked Ms Andrews for her presentation.

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 Committees' Meeting Minutes

Community Board Resolved BKCB/2024/00043 Officer recommendations accepted without change

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the minutes of the following Reserve Committees:
 - a. Awa-iti Reserve Committee Unconfirmed Minutes – 29 May 2024
 - b. Garden of Tāne Reserve Committee Unconfirmed Minutes – 14 May 2024
 - c. Lyttelton Reserves Committee Unconfirmed Minutes – 10 June 2024
 - d. Stanley Park Reserve Committee Unconfirmed Minutes – 15 May 2024
 - e. Cass Bay Reserve Committee Unconfirmed Minutes – 20 June 2024
 - f. Pigeon Bay Reserve Committee Unconfirmed Minutes – 25 June 2024
2. Notes the resignations of both the Chairperson and the Secretary of the Stanley Park Reserve Committee.
3. Notes the resignation of the Deputy Chairperson of the Pigeon Bay Reserve Committee.
4. Approves the co-option of Helen Figg, as a local representative, on the Management Structure/Strategic Plan working group of the Pigeon Bay Reserve Committee.

Nigel Harrison/Cathy Lum-Webb

Carried

8. Head to Head Walkway Working Party Notes

Community Board Resolved BKCB/2024/00044 Officer recommendation accepted without change

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the notes of the Head to Head Walkway Working Party:
 - a. 11 March 2024 Meeting Notes

Lyn Leslie/Asif Hussain

Carried

9. Kukupa Hostel Update

Community Board Resolved BKCB/2024/00045 Officer recommendation accepted without change

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Kukupa Hostel Update Report.

Tyrone Fields/Cathy Lum-Webb

Carried

10. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - July 2024

Community Board Resolved BKCB/2024/00046 Officer recommendation accepted without change

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - July 2024.

Nigel Harrison/Asif Hussain

Carried

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

Part B

Board members exchanged the following information:

- The Council has adopted the Council's Long Term Plan 2024-2034.
- The General Manager of Okain's Bay Museum has resigned. The Museum is now looking for a new Manager and a part time Curator.
- The Governors Bay Jetty Restoration Trust is now fundraising to relocate a disused boatshed building from the inner harbour to the Governors Bay Jetty.
- A successful Steadfast Planting Day was held recently planting out Kaikomako seedlings.
- The Lyttelton Arts Festival will be held over the School holidays.
- The Lyttelton Port Company are providing tours 16-19 July 2024. The tours are sold out.
- Another Lyttelton Litter Cleanup has been organised for July 2024.
- A public bench seat has been vandalised on the walk between Magazine Bay and Corsair Bay, the Board were advised that a Customer Service Request (CSR) has been lodged.

- Cass Bay Residents' Association Annual General Meeting was held in Lyttelton recently.
- A meeting was held in Akaroa regarding the Government's proposed reversal of reduced speed limits. Close to 100 attendees, including people from Christchurch, attended to support an increase in speed limit.
- The Akaroa I-Site (and the New Zealand Post agency) closure is causing concern within the community.
- The Akaroa Community is looking forward to the upcoming consultation on the BP Meats site (67 Rue Lavaud).
- The Akaroa Volunteer Fire Brigade acknowledged the Community Board for funding provided for the Thermal Imaging Drone.
- Emergency Response Planning in Wairewa is ongoing.
- The Little River Wairewa Community Trust is engaging with community about the Little River Big Ideas Review and data analysis is currently underway.

Te Rūnanga o Wairewa have donated approximately 500 Kānuka seedlings for planting within Wairewa Little River.

Howard Needham joined the meeting at 10.55am during Item 11 – Elected Members' Information Exchange.

Karakia Whakamutunga

Meeting concluded at 11.05am.

CONFIRMED THIS 12th DAY OF AUGUST 2024.

LYN LESLIE
CHAIRPERSON



7. Reserve Committee Meeting Minutes

Reference Te Tohutoro: 24/1048161
Responsible Officer(s) Te Pou Matua: Linda Burkes, Banks Peninsula Governance Advisor
Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose of Report Te Pūtake Pūrongo

1.1 To receive Reserve Committee Minutes from:

Minutes Received	Date
Ataahua Reserve Committee	12 June 2024
Duvauchelle Reserve Committee	17 June 2024
Le Bons Bay Reserve Committee	29 June 2024
Duvauchelle Reserve Committee	15 July 2024
Diamond Harbour Reserve Committee	22 July 2024
Lyttelton Recreation Ground Reserve Committee	20 May 2024

- 1.2 To receive a response to the Board’s request for staff advice on funding provision within the Council’s Long Term Plan 2024-34 for the Board's Reserve Committees. Staff have advised that funding of \$82,946 for 2025, \$90,000 for 2026, \$82,946 for 2027 has been allocated for Banks Peninsula Reserve Committee Development in the current project #51300. A similar level of funding will be provided through to 2034. The Park Rangers will discuss how these funds will be utilised with the Reserve Committees, based on their Triennial Plans.
- 1.3 To acknowledge that Kaituna Hall will forthwith be managed by the Council’s Community Facilities Team.
- 1.4 To acknowledge that Ataahua Reserve Committee has met the special condition imposed on them at the 12 December 2022 Board meeting, at which the Board approved the amendments to the newly adopted Reserve Committee Terms of Reference, including special conditions for six of the fifteen Reserve Committees.
- 1.5 To thank the volunteers who have managed and cared for the facility and Ataahua Reserve for decades.

2. Background

- 2.1 The special condition that was applied to the Ataahua Reserve Committee is *'that the Committee has six months from the Committee’s Triennium Election Meeting to explore options around hall bookings and people camping overnight on the grounds and report to the Board.'* This timeframe was extended to October 2024 by review of the Board at its meeting on 9 October 2023.
- 2.1.1 The Committee has worked alongside its associated Community Development Advisor to progress the condition.
- 2.1.2 The Reserve Committee has six members and has been unable to recruit new members in recent years owing to the small and aging population of Kaituna Valley. This has

effectively challenged their option to form a legal entity to continue to manage the Kaituna Hall, situated on the Ataahua Domain.

- 2.1.3 The population of Kaituna Valley has decreased dramatically over the past five years with the amalgamation of several smaller land holdings into one large farm. This has reduced the number of families and staff living in/near the valley.
- 2.1.4 With the decline in population, the demand for use of the hall has decreased. While the public toilets by the cricket building are reportedly quite well-used, the hall itself, while in a very good state of repair, is very under-utilised with only 7 functions booked in the past year as far as the committee were aware. Activation of the hall occurs on a less than monthly basis. The committee cannot see this changing as it reflects a lack of population and sense of community.
- 2.1.5 Management of the Kaituna Hall will forthwith be the responsibility of the Council Community Facilities Team, under the Terms of Reference for all Peninsula Reserve Committees who are no longer able to operate bank accounts or handle finances for Council owned facilities on reserves.
- 2.1.6 The attached minutes from the Ataahua Reserve Committee show their decision to pass management of the Kaituna Hall to Council. Therefore, the funds remaining in their bank account will be transferred to Council to be used in collaboration between Ataahua Reserve Committee, staff and the Community Board for projects on the Ataahua Domain. Their bank account will be closed, and they will then comply with the Terms of Reference of the Banks Peninsula Reserve Committees.

3. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Committees:
 - a. Ataahua Reserve Committee Unconfirmed Minutes – 12 June 2024
 - b. Duvauchelle Reserve Committee Unconfirmed Minutes – 17 June 2024
 - c. Le Bons Bay Reserve Committee Unconfirmed Minutes – 29 June 2024
 - d. Duvauchelle Reserve Committee Unconfirmed Minutes – 15 July 2024
 - e. Diamond Harbour Reserve Committee Unconfirmed Minutes – 22 July 2024
 - f. Lyttelton Recreation Ground Reserve Committee Unconfirmed Minutes – 20 May 2024
2. Note that a consistent level of funding has been allocated in the Council's Long Term Plan 2024-34 for Banks Peninsula Reserve Committee Development.
3. Note that the Kaituna Hall will now be managed by the Christchurch City Council Facilities Team.
4. Note that the Special Condition imposed on the Ataahua Reserve Committee by the Community Board at its meeting on 12 December 2022 has now been met. The Council Facilities Team will now manage the Kaituna Hall, while the Ataahua Reserve Committee will continue to actively co-manage the Ataahua Reserve in collaboration with the Community Board and Council staff.
5. Acknowledge the volunteers who have managed and cared for the Kaituna facility and Ataahua reserve for decades.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Ataahua Reserve Committee Meeting 12 June 2024 Unconfirmed Minutes.	24/1048162	16
B  	Duvauchelle Reserve Committee 17 June 2024 Unconfirmed Minutes	24/1204901	17
C  	Le Bons Bay Reserve Committee 29 June 2024 Unconfirmed Minutes	24/1314152	19
D  	Duvauchelle Reserve Committee 15 July 2024 Unconfirmed Minutes	24/1246503	22
E  	Diamond Harbour Reserve Committee 22 July 2024 Unconfirmed Meeting Minutes	24/1286220	23
F  	Lyttelton Recreation Grounds Reserve Committee 20 May 2024 Unconfirmed Minutes	24/1296984	25

Ataahua Reserve Meeting Wednesday the 12th of June 2024. 6.30pm in the Hall.

Present - Chris Parr, Vicki Parr, Denis de Pass, Karen de Pass, Christopher Gray,
David Kearns, CCC Community Development Advisor - Jane Harrison.(Facilities)
CCC Community Partnership Ranger – Hannah Murdoch
(Parks and Reserves)
Community Board – Lyn Lesely.

Jane Harrison started the Discussion – on how to proceed forward from here.

Keep the Ataahua Reserve Board.
Council to take over The Running, Money and bookings for the Hall.
Reserve will be a separate booking.
Hedges ,- working towards getting Local contractors.
Key – A local to have a Key, possible new lock box?
With the improvement in the Cellphone reception,
possible Digital Code could be sent to cellphone of the person hiring.
Cleaning of the Hall - People that use the hall at present
are asked to leave it like they found it.
Swept out , floor washed if needed and remove all food and Rubbish.
Discussion on what will happen if not enough bookings come in.
Council may look at some one long term leasing the building.

**The board can see no other way forward to operate as a legal identity
than the Council taking over the Running of the Hall.
All in Agreement, but sad that this is how it needs to be.**

Mathew Pratt – will be in contact about the steps need to close the bank account etc.
Deposit slip will need a code so the money from the Ataahua Reserve Account can
go in and be ringed for the Ataahua Reserve in the CCC Coffers.

Discussion on proposals for the Tri Annual Plan.

Trimming Hedges,
Mowing grounds,
Servicing Toilets in grounds – long term they may need replacing.
Discussion on extending the Hard fill driving area ?

The other thing discussed was the Heat pump inverters that had been stolen
from outside the Hall, which means the hall has no heating.
Electrician has been and isolated the live wires.
Jane Harrison has been chasing up the replacements.
Next booking for the Hall is the 27th of July 2024.

Duvauchelle Reserve Committee MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Monday 17 June 2024
Time: 5.30pm
Venue: Duvauchelle Community Centre

Present: Chair Fiona Barns
Committee Bruce Watts, Jacque McAndrew, Ian Whenmouth
In Attendance: CCC Representative Colin Jacka
BPCB Representative Nil
Managers
Visitors

1. **Apologies** Geoff Carter, Tracy and Kylee MacLeod
Moved: Fiona Seconded: Bruce Carried.
2. **Declarations of Interest** Nil
3. **Public Forum** Nil
4. **Confirmation of Minutes**
Motion: That the minutes of the previous meeting held on 20 May 2024 be confirmed.
Moved: Jacque Seconded: Ian Carried.
5. **Matters Arising**
Although the water leak on Haywards lane has been fixed there is still water running, presumably from a spring.
The old bank account has been closed and no signatures were required. Colin will check to see that the Duvauchelle Holiday Park has been credited with the interest gained.
6. **Health and Safety**
There are some cracks in the surface of the tennis courts that need attention.
The steps to the bottom tennis court are becoming unstable.
7. **Correspondence**
Inward: Pro Floor - quotes for the kitchen floor and men's shower room floor
Corina Richmond - request for dispensation for stay nights. (Ian to circulate a response to committee members)
Tranz Build - updated quote for the new cabin (presented at the meeting)
Outward: Jill & Maurice Field - response re: removal of caravan tow bar
Motion: That the Inward correspondence be accepted and the Outward be approved.
Moved: Ian Seconded: Bruce Carried.
8. **Staff Financial/Operational Report**
Motion: That the Financial Report for May 2024 as presented be accepted.
Moved: Fiona Seconded: Bruce Carried.
9. **Update from Working Groups**
Manager's Report
Carl Tinker has removed his caravan from site 19, and this is now a casual site.

On installation it was found that the spare oven was not operational. The thermostats on the little griller have been fixed so it is now usable.
The touch-up painting in all the cabins is now complete.
The decking at the bottom ablution block has been re-stained, removing the mess caused by nesting seagulls.
The Tourist Flat decking has been stained.
Various potholes around the camp have been filled in.
The gateway and path to the water tanks will be cleared soon and the bushes cleared also.
Oskar from On Plumbing has not yet installed the last water tank which will be bridled with the others at the top of the bank. He will be in touch within a few days.

CCC Rep Report

The updated quote from TranzBuild looks to be good value.
Colin will present a template of the Reserve Committee Triennial Plan for discussion at the next meeting.

10. General Business

: Jacques: Expressed concern that the roots of the bushes by the gate to the water tanks may cause problems with water pipes to the pump shed.
The top tennis court is very green. (Kylee to water blast and spray this area)
Fiona: The top tennis court also needs a new net.
Bruce: An annual site holder is willing to form a group to present to the Community Board at a date to be set. Colin will present first and then ASH group can have input.
There is an unsightly couch on the deck of site 77 by the main gate that needs to go.
Site 78 has a "Boat For Sale" sign in the caravan window which should be removed.
:
Meeting closed at 6.47 pm

11. Next Meeting: Duvauchelle Community Centre at 5.30pm on Monday 15 July 2024

Minutes

Meeting of the Le Bons Bay Reserve Management Committee
2pm, Saturday, 29th June 2024, at the Domain Hall

Apologies: Carol Osgood and Ciaran Murray, Harriet Chapman, Robin and Jo Burleigh, Ben and Mary-Anne Stock, Rosemary Tredgold, Brian Williams, John and Christine Larson, Persephone and Jack Forest, Matthew MacDonald, Ian Armstrong, Dane Moir (CCC), Hannah Murdoch (CCC).

(Richard/Jenny. Carried)

Present: Jo Rolley (Chair), Bruce and Jenny Nicholl, Richard Hall (Treasurer), Doris Peleikis, Charlotte Bleasdale (Secretary), Kirsty Boyd-Wilson, Donna Tairakena, Mike and Adrienne Brown, Kath and Rod Cross, Andy and Sarah Rutland-Sims, Michael Larson, Andrew and Sally Fowler, Siene De Vries, Jennifer Dray, Ian Davidson.

Minutes: Minutes of 8th April 2024 meeting - have been circulated to the RMC. **(Jenny/Bruce. Carried)**

Treasurer's report: Richard gave his report on the RMC's financial performance for the CCC financial year-end (attached). Expenditure has considerably exceeded income because of several big-ticket items, including new ovens, new barbeque, the installation of smoke alarms and water quality testing. The RMC currently has \$5,523.44 in its account. Richard moved that his report be accepted by the meeting. **(Richard/Charlotte. Carried)**

Correspondence: Letter 28th May 2024 from ECAN to advise of Boneseed Inspection at the Domain on 25th October 2023. Four boneseed plants were pulled out during visit.

Matters Arising:

1. Consideration of whether a Charitable Trust should be formed to lease and manage the Domain Hall.

The RMC had already circulated a discussion paper to the local community explaining the reasons why the committee was exploring the possibilities of forming a Trust. Jo spoke to this paper and outlined the pros and cons of continuing to manage the Hall via a Trust as against ceding management to CCC. Under CCC management the committee could no longer set hire charges, so the current arrangements whereby the local community can use the Hall for various purposes free or for Koha will no longer apply. As the Hall has a capacity of more than 70 people, it would be classed as a larger facility on CCC's schedule of charges, so the difference would be significant (e.g. \$90 per hour for a birthday party v \$100 for the entire event). This increase could well affect the level of usage of the Hall by locals. Community management would enable some degree of "control" over who hires the Hall – in the interests of discouraging undesirable behaviour, vandalism etc. It was noted that antisocial behaviour would largely impact on the beachside Bach community, rather than the wider valley. Under the current committee's policy, no camping is allowed over the summer period or on long weekends; this will be up to CCC to determine when they take over management of

the Reserve. Various questions were asked from the floor about how the Trust would remain financially viable, given that last year's running costs exceeded the income generated by Hall hire during the period. Jo explained that the Trust would have to apply for grants from the Strengthening Communities Fund, Pub Charities etc, as well as fundraising to cover its costs. She noted that there has been no financial contribution from the Bach Owners Association to the management of the Domain Hall and Reserve over the past 16 years; prior to this, there was an annual donation. She said there are no foreseeable items requiring major expenditure on the Hall in the immediate future, so the basic running costs would be something in the order of \$2,000 p.a., covering power, insurance, fire inspection and water-testing, of which the biggest cost would be insurance and would have to include public liability cover. Hall hire is currently bringing in an average of \$800 p.a. It was noted that CCC have been unable to confirm exactly what will happen to the funds that the RMC currently has in hand; it is believed that these will be retained by CCC and used for maintenance/improvements on the Reserve and will not be available to the Trust for expenditure on the Hall. It is assumed that the Trust would begin life with an empty bank account. Jo suggested that an option might be to arrange to pay the power bill in advance with the RMC's existing funds, but this would still leave insurance cover to be met. Jo said that the success of a Trust would need commitment from the community to take on the role of Trustees and do the work of applying for grants etc. Four members of the RMC said that they were unable to make the commitment to become Trustees in view of the uncertainty around finances etc. It was agreed to put the proposal of forming a Charitable Trust to manage the Hall to a vote by the meeting attendees. This resulted in five votes for and nine votes against forming a Trust with several abstentions. Richard moved that CCC should be asked to take over management of the Hall (**Richard/Mike Brown. Carried**)

(Non-RMC attendees left the meeting.)

2. **Triennial Plan:** the following items have been submitted to CCC:
 - a. **Scheduled twice yearly cleaning of the spouting on the Domain Hall.** This is important as the Hall water supply is now rainwater collected from the roof. The RMC is still waiting for this to be arranged.
 - b. **Scheduled servicing of the UV water treatment system.** This has been done.
 - c. **Extend concrete apron by two metres around the Hall verandah:** to make more wheelchair accessible and aid positioning of the BBQ. Bruce has subsequently suggested a more cost effective and aesthetically pleasing option would be to create an earth ramp and grass it. This item has not been included in the Triennial Plan and remains on hold.
 - d. **Re-polyurethane Hall floors.**
 - e. **Funding for an interpretive panel telling the history of the Domain and Hall.** The RMC has already prepared material for this project but seeks funding to produce the actual panel.
 - f. **Landscaping of area near Hall/tennis courts:** gradual poplar tree removal to save tennis courts being undermined by roots or netting damaged. We have suggested "gradual" so bach owners and residents can clean up firewood and the Domain can evolve into native planting in that area. Hannah is looking into possible applications of the Urban Forest Plan for Le Bons Bay Reserve. Jo and Bruce had a useful meeting

with Shea from Tree Tech, who agrees with the view the poplars should be removed. He will talk to the CCC arborist to see whether there is funding in the budget for this work, which should save CCC costs in the long-term. A tree that has partially come down on the water tank also needs removal.

- g. **Initiate regular inspections of potentially dangerous trees in the pine woods around Domain:** some pines are dying off and have fallen; the forested areas are well utilised. Shea identified pines in the plantation around the Domain that may come down; but feels that they are far enough off the beaten track not to pose a serious risk. Also: fix the fence between the main Domain area and pine woods. Hannah has requested that the RMC ask Brad McNamara to quote for necessary work once they decide what is required. This would probably be to close the gap near the Domain entrance to deter motorbikes. Bruce Nicholl has undertaken to do some repair work on breaks in the existing fence over time.
- h. **Maintenance of Domain access roadway:** RMC have suggested Fulton Hogan be asked to price annual grading of the Domain driveway in tandem with beach car park, providing metal as required, as an economic way for CCC to maintain both. An upgrade to the Domain access roadway has recently been completed.
3. **Fire ban signs** have been installed at the beach by FENZ at request of the RMC.
4. **Annual fire inspection:** RMC is awaiting CCC's response to a request that the Hall to be included in CCC's annual fire inspection programme. No progress.

Any other business:

1. **Tennis courts:** RMC have requested CCC spray the lichen on the court surface. This is pending and is scheduled to be undertaken by CCC annually.
2. **Adoption of Le Bons Bay RMC Triennial Plan 2023 document and Le Bons Bay RMC Reserve Schedule as at 1 August 2024 document** – both received from Hannah Murdoch and previously circulated to RMC Board members. It was moved and seconded that these documents be formally adopted by the Reserve Management Committee (**Charlotte/Jo. Carried**)

Meeting closed at 3pm

Next meeting date: TBA

Duvauchelle Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Monday 15 July 2024
Time: 5.30pm
Venue: Duvauchelle Community Centre

Present: **Chair** Fiona Barnes
Committee Geoff Carter, Jacque McAndrew, Ian Whenmouth
In Attendance: **CCC Representative** Colin Jacka
BPCB Representative Nil
Managers Tracy MacLeod
Visitors Nil

1. **Apologies** Bruce Watts Moved: Fiona Seconded: Ian Carried.
2. **Declarations of Interest** Nil
3. **Public Forum** Nil
4. **Confirmation of Minutes**
Motion: That the minutes of the previous meeting held on 17 June 2024 be confirmed.
Moved: Jacque Seconded: Ian Carried.
5. **Matters Arising**
Finalisation of the letters to 1) Annual Site Holders (Tracy to send out)
2) Corina Richmond (Ian to send out)
6. **Health and Safety**
Kylee wrenched his knee but is recovering well.
7. **Correspondence** Nil
8. **Staff Financial/Operational Report**
Motion: That the Financial Report for June 2024 as presented be accepted.
Moved: Fiona Seconded: Ian Carried.
9. **Update from Working Groups**
Manager's Report
The steps down to the bottom tennis court have been stabilised.
Yearly invoices have been sent out to Annual Site Holders. All achieved the minimum Stay Night target.
Hopefully, we (Tracy and Kylee) will be on leave for the next meeting.
CCC Rep Report
No news yet from Parks about the tennis courts.
DRC needs to start identifying key goals for the triennial plan. It would be good if these items could be presented to the BPCB meeting in Little River in November so Committee members could attend.
Tranz Build is now a preferred supplier and the contract process has now started.
10. **General Business**
Geoff: Head of The Bays had a meeting in the Hall and want to organise a working bee to have a tidy-up and check if any work needs to be done on the building.
Jacque: The car park at the Hall does not drain well and needs attention.

Meeting closed at 6.10 pm
11. **Next Meeting: Duvauchelle Community Centre at 5.30pm on Monday 19 August 2024**

Diamond Harbour Reserves Committee - (unconfirmed minutes)

Date: Monday 22nd July 2024, 7pm to 9pm – Green Room, Diamond Harbour Community Centre

Present: Graeme Fraser - Chair, Paul Dahl – Vice Chair, Robert Goldie, Pete Ozich, Emma Kinnings

Guests: Paul Devlin (Regional Parks), Hannah Murdoch (Community Parks)

Apologies: Tom Kuenning

Public Forum: Nil Declarations of Interest: Nil Health and safety issues or accidents: Nil

Minutes of previous meeting: Confirmed unanimously as accurate record.

1 – DH Reserve Committee/CCC – Co-management Agreement

The committee discussed the final list of areas outlined on our draft schedule – see attached – which is split into two groups:

- Operational – areas where we already have active involvement.
- Governance – areas where CCC Parks will notify the DHRC of any relevant issues or plans, and seek our feedback. These areas may subsequently move into the operational list.

The committee agreed that this schedule, with the associated 3-year work plan and budget should go to the Community Board. Paul Dahl to attend the Board meeting.

The committee reviewed the associated work plan and budget. Graeme to forward these to both CCC Parks.

2 – Aims, Principles, and Rules

The committee discussed Graeme's draft – which is aimed at summarizing what the DHRC aims to do, how it proposes to achieve its aims, and some basic rules for those engaged in DHRC activities.

Amendments had been submitted by Pete and Robert.

- Aims/Principles – we agreed that we should also mention the 2013 Stoddart Point Reserve and Coastal Cliff Reserves Network Management Plan – which still provides us with a detailed framework for our activities.
- Paul Devlin suggested that we meet soon with a planner to discuss using this plan and working forward. He also advised that CCC are looking to introduce a more global plan to cover more areas (not just SP a& the Cliff Track).
- Pete and Robert to work on the list of our most commonly used plants – with a view to indicating factors like drought tolerance, flammability, frost hardiness.
- Paul Devlin suggested that we remove the specific distance relating to fire risk near houses.
- Pete suggested that the use of a group Whatsapp channel should just be for relevant comms – ie. Those relating to planting days, working bees and other DHRC-specific activities.
- Paul Dahl asked that a section be added to the rules regarding what we should do by way of notifying CCC of any issues that are outside our remit, eg. Encroachments, pollution/damage to reserves
- Graeme to re-draft, add the plant list and circulate before the next meeting.
- Graeme highlighted that the drafted plant list would help us plan for next year's requirements – which we will need to forward to both Parks after the next meeting (Sep/Oct).

3 – School Gully

Only 100 plants still to be planted, though related work too required.

Pete advised that he has been removing more fencing from the Marine Drive and Ngatea Road sides of the gully. Discussion about gathering it to one or two spots – but some liaison required between Pete, Matt Rose and Paul Devlin. No great urgency, but obviously getting rid of barbed wire safely would be a priority.

4 - Increasing encroachment into the Cliff Track Reserve

The committee noted that the owner of 27A Ranui Crescent has now constructed a staircase with handrail right down to the cliff track, at least 9m into the reserve.

This follows the committee's attempt over 2 years ago to get the same person to reverse his encroachment into the reserve of approximately 250 sq metres.

5 Other business

Paul Devlin advised the committee about forthcoming plans relating the "Purau Maori Reserve" and adjacent foreshore. Negotiations are ongoing with the interested parties, but there will be an announcement and there may be some public feedback afterwards.

Meeting ended 8.30 pm. Next meeting – Monday September 30th - 7pm

Item 7

Attachment E



Lyttelton Recreation Management Committee Meeting Minutes

Minutes of the ordinary meeting held:

Date: Monday 20th May 2024
Time: 6pm
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

Present:

Clinton Norris (Chair), Caroline Norris (rugby), Linda Preddy (Secretary) Drew Lindsay (football)

In Attendance:

Cathy Lum-Webb (Banks Peninsula Community Board Representative),

1. Apologies:

Jodie Goodmanson (Rugby) Phil Lindsay (Football) Clinton Norris/ Linda Preddy

2. Declarations of Interest:

3. Public Forum:

No Public representation present.

4. Confirmation of Minutes:

Monday 19th February 2024

Clinton Norris/Linda Preddy

5. Matter Arising:

No Matters arising.

6. Health & Safety:

No Health & Safety recorded.

7. Correspondence:

Greg Overton	Golden oldies
Ruth Waugh	Scout regatta
Kristine Bouw	Turf update, football fields size & lights
John Furlong	Bookings
Kristine Bouw	Tree removal
Trish Ventom	Stepping down from council
Trish Ventom	Dog control law
Rachel Dunfords	Sail GP debrief minutes
John Furlong	Governors bay run
John Furlong	Football field delay

8. Staff Financial/Operations Report:

None to record

9. Update from working groups:

No update

10. General Business:

Trish Ventom was invited to meeting so we could all Thank her for her efforts with the rec committee & gift her some flowers.

Check with Ruth regarding scout's regatta for 2024 **This year's regatta has been moved elsewhere**

Dogs on the new grounds will be an issue need to investigate finding out if there is an area that can be made a dog park in Lyttelton.

Grounds were open, first game was played on the 18/05/2024 Lyttelton Rugby Club happy with the condition of the grounds.

100 sprinkles on the field (council control watering)

One patch of the field may need repairing by pavilion, Cone off side of field right to pavilion so people stay off.

The toilets had been left open & someone had set fire to them.

Soccer is happy to have removable posts, Soccer runs till September so they will be off the field for the season.

Committee is happy with the fantastic job Jordan & his team have done with the fields & keeping to the timeline as much as possible.

Lyttelton Rugby Club would like more gates open for the cars.

There is concern that the grounds will have a problem with Goose poo as they are now having trouble in town at Hagley Park with the poo.

Committee has discussed who will be in charge for the official opening of the grounds, expectations of the keys & who is responsible for the cleaning.

Have been informed that the sleeves for the rugby post will be left in for future games etc.

There was a mention regarding the light for community activities.

Cathy was wondering if the field were all grass, artificial grass or hybrid grass.

Storage for the grounds maybe shared with scouts, talks around having lockers.

Open invitation to Linda Burkes from Christchurch city council to attend our meetings.

11. Next Meeting:

Monday 19th August 2024 at 6pm at the Lyttelton/Mt Herbert Community Boardrooms, 25 Canterbury Street, Lyttelton

Meeting Closed 6:35pm

8. Le Bons Bay Reserve Committee - Triennial Plan and Reserve Schedule 2023/25

Reference Te Tohutoro: 24/1127921

Responsible Officer(s) Te Pou Matua: Linda Burkes, Banks Peninsula Governance Advisor

Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 This report is to bring the Le Bons Bay Reserve Committee Triennial Plan (**Attachment A**) to Te Pātaka o Rākaihautū Banks Peninsula Community Board for its acceptance and support; and to bring the Le Bons Bay Reserve Schedule (**Attachment B**) to Te Pātaka o Rākaihautū Banks Peninsula Community Board for its endorsement.
- 1.2 As stated in clause 13 of Te Pātaka o Rākaihautū Banks Peninsula Reserve Committees Terms of Reference, a Triennial Plan identifies the Reserve Committees priorities and can be used to report on progress, and to support submissions to the Long-Term Plan (LTP) and Annual Plan (AP) processes for funding.
- 1.3 As stated in clause 1.2 of Te Pātaka o Rākaihautū Banks Peninsula Reserve Committees Terms of Reference, a Reserve Schedule will outline such things as: the reserves they are to co-manage, the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Le Bons Bay Reserve Committee - Triennial Plan and Reserve Schedule 2023/25 Report.
2. Accept and support the Le Bons Bay Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
3. Endorse the Le Bons Bay Reserve Schedule.
4. Note that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 This report presents the opportunity to support the Reserve Committee's priorities and support the Le Bons Bay Triennial Plan through the Long-Term Plan and Annual Plan processes.
- 3.2 The preferred option is to accept and support the Le Bons Bay Reserve Committee Triennial Plan and endorse the Le Bons Bay Reserve Schedule.
- 3.3 This is the preferred option because the Reserves Committee members have collaborated with staff to create this plan based off their priorities and have accepted the Reserve Schedule as a true representation of the reserves they are to co-manage. Through the collaboration of this work, staff have approved deliverability for the proposed work within available budgets.

4. Background/Context Te Horopaki (4.2 and 4.3 can be deleted if not applicable)

- 4.1 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, every Reserve Committee is encouraged to create their Triennial Plan, and confirm their Reserve Schedule, in collaboration with staff.
- 4.2 Le Bons Bay Reserve Committee has collaborated with staff to create the attached Le Bons Bay Triennial Plan which is now being placed in front of the Board for the Boards acceptance and support through the Long-Term Plan and Annual Plan processes.
- 4.3 Le Bons Bay Reserve Committee has accepted the attached Reserve Schedule outlining the reserves they are to co-manage, the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.4 The following reasonably practicable options were considered and are assessed in this report:
 - Accept and support the Le Bons Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
 - Do not accept and support the Le Bons Bay Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
 - Endorse the Le Bons Bay Reserve Schedule.
 - Do not endorse the Le Bons Bay Reserve Schedule.

Options Descriptions Ngā Kōwhiringa

- 4.5 **Preferred Option:** Accept and support the Le Bons Bay Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
 - 4.5.1 **Option Description:** Le Bons Bay Reserve Committee have worked with staff to outline their operational plans for the term, priorities, and goals in a clear and collaborative work programme. The Triennial Plan can be used to report on progress and to support submissions to the Long-Term Plan (LTP) and Annual Plan (AP) processes for funding.
 - 4.5.2 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Terms of Reference (6 November 2023), the Triennial Plan will be submitted to the Board for their acceptance and support through the LTP and AP processes.
 - 4.5.3 **Option Advantages**
 - This option allows the Reserve Committee to have support for funding through the LTP and AP processes.
 - This option allows Le Bons Bay Reserve Committee to begin their programme of work.
 - No financial implications: The staff who create the Triennial Plan in collaboration with the Reserves Committee, can do the proposed work within available operational budgets. As such, by staff co-creating the Triennial Plan they are offering deliverability through their approved budgets.
 - 4.5.4 **Option Disadvantages**
 - There are no disadvantages to this option.
- 4.6 **Preferred Option:** Endorse the Le Bons Bay Reserve Schedule.

- 4.6.1 **Option Description:** Le Bons Bay Reserve Committee has accepted the Reserve Schedule as a true representation of the reserves they are to co-manage, the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.
- 4.6.2 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Terms of Reference (6 November 2023), the Reserve Schedule will be endorsed by the Board on a triennial basis.
- 4.6.3 **Option Advantages**
- This option outlines the scope of responsibility for Le Bons Bay Reserve Committee and enacts the Terms of Reference for reserve committees.
- 4.6.4 **Option Disadvantages**
- There are no disadvantages to this option.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

- 5.1 Staff that create the Triennial Plan in collaboration with the Reserve Committee, do so knowing the proposed work is deliverable within the available operational budgets.
- 5.2 There are no financial implications associated with endorsement of the Reserve Schedule.

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 There are no risk management implications applicable.

Legal Considerations Ngā Hīraunga ā-Ture

- 6.2 Statutory and/or delegated authority to undertake proposals in the report:
- 6.2.1 Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, clause 13.3 states:
- The Committee is responsible for preparing a Triennial plan with guidance and support from Council staff. The plan will identify the Committee's priorities and can be used to report on progress and to support submissions to the LTP and AP processes for funding.
- 6.2.2 Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, clause 1.2 states:
- Each Committee will have a Reserve Schedule, which will be endorsed by the Board on a Triennial basis.
- 6.3 Other Legal Implications:
- 6.3.1 There is no legal context, issue, or implication relevant to this decision Strategy and Policy Considerations Te Whai Kaupapa here.
- 6.4 The required decisions
- 6.4.1 Align with the [Christchurch City Council's Strategic Framework](#).
- 6.4.2 Are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by considering the criteria set out in the Council's Significance and Engagement Policy.
- 6.4.3 Are consistent with Council's Plans and Policies.

6.5 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):

6.6 Parks, Heritage and Coastal Environment

6.6.1 Activity: Parks and Foreshore

- Level of Service: 6.3.7.4 Volunteer participation at community opportunities across parks network - Volunteer hours – maintain or grow compared to previous year
- Level of Service: 6.2.12 Active collaboration on plant and biodiversity project, including conservation of rare and threatened species - Actively collaborate with a partner on a conservation project.

Community Impacts and Views Ngā Mariu ā-Hāpori

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

6.7.1 Akaroa subdivision, Te Pātaka o Rākaihautū Banks Peninsula ward.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.8 The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture, and traditions.
- 6.9 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.
- 6.10 Koukourārata Rūnanga has kaitiakitanga over Le Bons Bay Reserve Committee, although the acceptance and support of this Triennial Plan and endorsement of the Reserve Schedule does not involve or impact mana whenua.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi





- 6.15 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.
- 6.16 Although the work of the Reserve Committee fulfils an important role in the co-management of reserves, the impact of this decision will not contribute significantly.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 The Le Bons Bay Reserve Committee can continue their programme of work for this Term on Le Bons Bay Reserve.
- 7.2 The Le Bons Bay Reserve Committee will have support for funding through the LTP and AP processes.
- 7.3 The Le Bons Bay Reserve Committee has a clear understanding of the scope of their responsibilities in co-management of the Reserve with Council staff and the Community Board.



Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Le Bons Bay Reserve Committee Triennial Plan 2023-25	24/1148099	34
B  	Le Bons Bay Reserve Committee - Reserve Schedule 2024	24/1207390	36

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Linda Burkes - Banks Peninsula Governance Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula

Triennial Plan 2023/25

CCC Le Bons Bay Reserve Committee

Operational Requirements

Item	Parks Staff Input	RC Input	Other Group Input	Contractor	Consumables	Training Requirements	Indicative Annual Cost	Frequency	Notes/Comments
Park General Inspection	Fortnightly								
Park General Inspection - Loose Litter	Fortnightly								
Track mowing	N/A								
Track line trimming	N/A								
Boundary/fire break management/maintenance	N/A								
Track drainage, culvert and benching maintenance	N/A								
Track hard surface maintenance and repairs (e.g. driveway)	As required. Annual maintenance being investigated.								
MTB track and structures maintenance	N/A								
Vehicle tracks/car park surface repairs	As required								
Ecological Area Native Plantings release	N/A								
Ecological Area Plant pest control - manual	N/A								
Ecological Area Plant pest control - chemical	N/A								
Garden Amenity Maintenance	Monthly								
Animal Pest control - trapping, baits stations etc.	N/A								
Tree inspections - formal	As required			As required - Tree Tech					RC want pines inspected in particular.
Tree maintenance - operational	As required			As required - Tree Tech					
Turf Amenity Maintenance Mowing	Fortnightly								
Turf Informal/Rough Maintenance Mowing	Monthly								
Turf Frontage/Roadside maintenance	Monthly								
Irrigation maintenance	N/A								
Amenity asset, ie.seats & tables clean and maintenance	As required								
Litter Bins Service	N/A								
Drinking Fountain/taps clean	N/A								
Security lighting maintenance	N/A								

Item	Parks Staff Input	RC Input	Other Group Input	Contractor	Consumables	Training Requirements	Indicative Annual Cost	Frequency	Notes/Comments
Playground maintenance	Monthly								
Boundary/neighbour fence maintenance	As required								
Buildings /Structures operational inspections and maintenance			As required - facilities						
Signage maintenance	As required								
Storm damage inspections	As required								
Maintenance of any new native planting.	As required	As required							
Spraying lichen on tennis court and cricket pitch	Annually								

Total Operational Budget							0.00		
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CCC Le Bons Bay Reserve Committee

DATE

Capital Requirements

Item	Parks Staff Input	RC Input	Other Group Input	Contractor	Consumables	2024	2025	Frequency	Notes/Comments
Landscaping of area near Hall/tennis courts									With arborist advice, ranger assistance, community board approval, planning. RC propose gradual removal of poplars to be replaced by native plants.
Total Capital Budget						0.00	0.00		

CCC Le Bons Bay Reserve Committee

Tools & Equipment Register

Item	Parks Staff Input	RC Input	Volunteer	Contractor	Materials	2024	2025	Frequency	Notes/Comments
Secure storage facilities									
Replacement tools and equipment									
Total Tools & Exp Budget									

RESERVE COMMITTEE – RESERVE SCHEDULE

Le Bons Bay Domain



Reserves and Facilities for: Le Bons Bay Reserve Committee

Item	Description / Address			
Reserve	Le Bons Bay Domain			
Address	962 Le Bons Bay Road, 16B Rue de la Mer			
Legal Description	Certificate of Title/ Survey Plan	Land Area	Subject to Reserves Act	Gazette Notice
Res 4665	SO2903	4.0468ha	Yes	Classified recreation reserve Subject to the Reserves Act 1977. Crown derived reserve. Council appointed to control.
Lot 7 DP 54159	No title	0.1419ha	Need to formally classify as Recreation Reserve	Vested as recreation reserve upon subdivision on 3 May 1989. Council owned.
Lot 6 DP 45210	No title	0.104ha	Need to formally classify as Recreation Reserve	Vested as recreation reserve upon subdivision on 12 September 1982. Council owned.
Lot 2 DP 41927	No title	0.0375ha	Need to formally classify as Recreation Reserve	Vested as recreation reserve upon subdivision on 8 February 1979. Council owned.
District Plan Zoning	Open Space Community Parks			
Wai Tapu / Silent File	No			

Flooding Risk/Coastal Erosion	Within District Plan Coastal Environment Coastal Inundation Hazard	Part of area of adjacent legal road managed as park is within District Plan Coastal Erosion.
Community Facilities	On Reserve 4665: Community Hall - Council Facilities Asset Storage Shed – Parks Asset Ablution Block/toilet – Parks Asset Footbridges – Parks Asset	
Camping Ground Facilities		
Sports / Parks Facilities	On Reserve 4665: Cricket wicket Tennis courts Basketball half court Playground Flying fox Fitness equipment	
Heritage Buildings/Structures		
Assets / machinery		
User Groups		
Employees	No	
Reserve Management Plan	10/199437 2006	
Landscape Development Plan		
Plantings / Protected Trees	No DP protected trees. The dunes that bound the north-east and south-east perimeters are planted with a mature woodlot of pine trees, some planted native species and marram grass.	
Maintenance	Committee members and CCC contractors (mowing) - Adjacent bach owners clear weeds	
Policies / Registers	Council Policies and Bylaws	
Rūnanga	Te Rūnanga o Koukourarata	
Specific Community Reserve is located in	Akaroa Subdivision	
Council Staff Liaison	Hannah Murdoch – Parks Steven Armstrong – Parks (Toilets) Dane Moir, Linda Burkes - Governance	
Relevant Council Teams	As above	
Board Member Liaison	Asif Hussain	

9. Diamond Harbour Reserve Committee - Triennial Plan and Reserve Schedule 2023/25

Reference Te Tohutoro: 24/1288033

Responsible Officer(s) Te Pou Matua: Linda Burkes, Banks Peninsula Governance Advisor

Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 This report is to bring the Diamond Harbour Reserve Committee Triennial Plan (**Attachment A**) to Te Pātaka o Rākaihautū Banks Peninsula Community Board for its acceptance and support; and to bring the Diamond Harbour Reserve Schedule (**Attachment B**) to Te Pātaka o Rākaihautū Banks Peninsula Community Board for its endorsement.
- 1.2 As stated in clause 13 of Te Pātaka o Rākaihautū Banks Peninsula Reserve Committees Terms of Reference, a Triennial Plan identifies the Reserve Committees priorities and can be used to report on progress, and to support submissions to the Long-Term Plan (LTP) and Annual Plan (AP) processes for funding.
- 1.3 As stated in clause 1.2 of Te Pātaka o Rākaihautū Banks Peninsula Reserve Committees Terms of Reference, a Reserve Schedule will outline such things as: the reserves they are to co-manage, the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Diamond Harbour Reserve Committee - Triennial Plan and Reserve Schedule 2023/25 Report.
2. Accept and support the Diamond Harbour Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
3. Endorse the Diamond Harbour Reserve Schedule.
4. Note that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 This report presents the opportunity to support the Reserve Committee's priorities and support the Diamond Harbour Triennial Plan through the Long-Term Plan and Annual Plan processes.
- 3.2 The preferred option is to accept and support the Diamond Harbour Reserve Committee Triennial Plan and endorse the Diamond Harbour Reserve Schedule.
- 3.3 This is the preferred option because the Reserve Committee members have collaborated with staff to create this plan based off their priorities.

- 3.4 The reserves in the Reserve Schedule reflect the summary list of reserves (**Attachment C**), which the Committee produced as a true representation of the reserves they want to co-manage.
- 3.5 Through the collaboration of this work, staff have approved deliverability for the proposed work subject to available budgets.
- 3.6 Additional information provided to support the Triennial Plan includes the Diamond Harbour Reserve Committee Estimated Annual Budget and the Diamond Harbour Reserve Committee Basic Aims, Principles and Rules which are included within the Triennial Plan document. The budget is indicative of staff intention to support where the Parks operational budget allows; not a guaranteed spend.

4. Background/Context Te Horopaki (4.2 and 4.3 can be deleted if not applicable)

- 4.1 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, every Reserve Committee is encouraged to create their Triennial Plan, and confirm their Reserve Schedule, in collaboration with staff.
- 4.2 Diamond Harbour Reserve Committee has collaborated with staff to create the attached Diamond Harbour Triennial Plan which is now being placed in front of the Board for the Boards acceptance and support through the Long-Term Plan and Annual Plan processes.
- 4.3 Diamond Harbour Reserve Committee has received the attached Reserve Schedule that includes the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.
- 4.4 The reserves listed in the Reserve Schedule correspond with the list of reserves created by the Reserve Committee. It is therefore assumed the Committee agrees with the Reserve Schedule.
- 4.5 The Reserve Schedule contains a list of Aspirational Land and Facilities for future co-management. The Diamond Harbour Reserve Committee is very active and has demonstrated a high capacity to care for local reserves and greenspace. This aspirational list contains greenspaces they want to be more involved in over time.
- 4.6 Parks staff have agreed to raise issues or plans, for reserves on the aspirational list, with the Reserve Committee for feedback. These extra spaces may make their way into the Reserve Schedule over time.

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.7 The following reasonably practicable options were considered and are assessed in this report:
 - Accept and support the Diamond Harbour Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
 - Do not accept and support the Diamond Harbour Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
 - Endorse the Diamond Harbour Reserve Schedule.
 - Do not endorse the Diamond Harbour Reserve Schedule.

Options Descriptions Ngā Kōwhiringa

- 4.8 **Preferred Option:** Accept and support the Diamond Harbour Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
 - 4.8.1 **Option Description:** Diamond Harbour Reserve Committee have worked with staff to outline their operational plans for the term, priorities, and goals in a clear and

collaborative work programme. The Triennial Plan can be used to report on progress and to support submissions to the Long-Term Plan (LTP) and Annual Plan (AP) processes for funding.

- 4.8.2 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Terms of Reference (6 November 2023), the Triennial Plan will be submitted to the Board for their acceptance and support through the LTP and AP processes.

4.8.3 **Option Advantages**

- This option allows the Reserve Committee to have support for funding through the LTP and AP processes.
- This option allows Diamond Harbour Reserve Committee to begin their programme of work.
- No financial implications: Staff create the Triennial Plan in collaboration with the Reserve Committee. The estimated budget is indicative of staff intention to support where the Parks operational budget allows; not a guaranteed spend. As such, by staff co-creating the Triennial Plan they are offering deliverability subject to it being within their approved operational budgets.

4.8.4 **Option Disadvantages**

- There are no disadvantages to this option.

- 4.9 **Preferred Option:** Endorse the Diamond Harbour Reserve Schedule.

- 4.9.1 **Option Description:** Diamond Harbour Reserve Committee has accepted the Reserve Summary as a true representation of the reserves they are to co-manage. The Reserve Schedule corresponds with the Reserve Summary and further outlines the facilities and assets on the reserve, the local community relating to the reserve, user groups and organisations, and the local rūnanga that has kaitiakitanga of the reserve.

- 4.9.2 In alignment with Te Pātaka o Rākaihautū Banks Peninsula Terms of Reference (6 November 2023), the Reserve Schedule will be endorsed by the Board on a triennial basis.

4.9.3 **Option Advantages**

- This option outlines the scope of responsibility for Diamond Harbour Reserve Committee and enacts the Terms of Reference for reserve committees.

4.9.4 **Option Disadvantages**

- There are no disadvantages to this option.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

- 5.1 Staff that create the Triennial Plan in collaboration with the Reserve Committee, do so with the intention to support where the Parks operational budget allows. Planned expenditure is not guaranteed but is subject to their available operational budgets.
- 5.2 There are no financial implications associated with endorsement of the Reserve Schedule.

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 There are no risk management implications applicable.

Legal Considerations Ngā Hiraunga ā-Ture

- 6.2 Statutory and/or delegated authority to undertake proposals in the report:
- 6.2.1 Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, clause 13.3 states:
- The Committee is responsible for preparing a Triennial plan with guidance and support from Council staff. The plan will identify the Committee's priorities and can be used to report on progress and to support submissions to the LTP and AP processes for funding.
- 6.2.2 Te Pātaka o Rākaihautū Banks Peninsula Reserve Committee Terms of Reference, clause 1.2 states:
- Each Committee will have a Reserve Schedule, which will be endorsed by the Board on a Triennial basis.
- 6.3 Other Legal Implications:
- 6.3.1 There is no legal context, issue, or implication relevant to this decision Strategy and Policy Considerations Te Whai Kaupapa here.
- 6.4 The required decisions
- 6.4.1 Align with the [Christchurch City Council's Strategic Framework](#).
- 6.4.2 Are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by considering the criteria set out in the Council's Significance and Engagement Policy.
- 6.4.3 Are consistent with Council's Plans and Policies.
- 6.5 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):
- 6.6 Parks, Heritage and Coastal Environment
- 6.6.1 Activity: Parks and Foreshore
- Level of Service: 6.3.7.4 Volunteer participation at community opportunities across parks network - Volunteer hours – maintain or grow compared to previous year
 - Level of Service: 6.2.12 Active collaboration on plant and biodiversity project, including conservation of rare and threatened species - Actively collaborate with a partner on a conservation project

Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.7 The decision affects the following wards/Community Board areas:
- 6.7.1 Mt Herbert sub-division, Te Pātaka o Rākaihautū Banks Peninsula ward.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.8 The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture, and traditions.
- 6.9 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.
- 6.10 Te Hapū o Ngāti Wheke has kaitiakitanga over Diamond Harbour Reserve Committee, although the acceptance and support of this Triennial Plan and endorsement of the Reserve Schedule does not involve or impact mana whenua.







Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.15 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.
- 6.16 Although the work of the Reserve Committee fulfils an important role in the co-management of reserves, the impact of this decision will not contribute significantly.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 The Diamond Harbour Reserve Committee can continue their programme of work for this Term on Diamond Harbour Reserves.
- 7.2 The Diamond Harbour Reserve Committee will have support for funding through the LTP and AP processes.
- 7.3 The Diamond Harbour Reserve Committee has a clear understanding of the scope of their responsibilities in co-management of the Reserve with Council staff and the Community Board.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Diamond Harbour Reserve Committee Triennial Plan 2023-25	24/1288711	44
B  	Diamond Harbour Reserve Committee - Reserve Schedule as at 22 July 2024	24/1288774	50
C  	Reserve Summary-2023-25 Produced by Diamond Harbour Reserve Committee	24/1288520	60

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Linda Burkes - Banks Peninsula Governance Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula

Diamond Harbour Reserve Committee – Triennial Plan for 2023 - 2025
(approved by DHRC Working Group 18 Oct 2023)

Talking points

- a) Diamond Harbour School Nursery:
 - Growing need for eco-sourced plants around Banks Peninsula/Lyttelton Harbour. Perhaps explore the creation of a larger nursery.
 - Possible location – near DHRC shed on Ngatea Road? Or somewhere near/on the new School Gully? Possibly adjacent to new community garden?
 - Would require fixed water supply, building materials, regular supply of potting mix, pots/bags, and trays.
- b) Secure storage (urgent) needed if DHRC holding more in stock.
- c) Weed control - operational plan required to clarify what weeds and how controlled.
- d) Predator control - trapping plan and agreement required (future involvement in Whaka-Ora Pest Plan).
- e) Communication methods should be clarified between DHRC-CCC (on different aspects - regional /community/governance).
- f) Process for purchases and repairs required.
- g) Formal and informal signs – rules to be clarified.
- h) Health & Safety

Areas	Desired outcomes	DH Reserve Committee volunteer activities	Management and services provided by CCC
1. School Gully (approx. 6 ha) – currently subject to CCC Outline Development Plan.	<ul style="list-style-type: none"> ▪ Habitat regeneration ▪ Catchment protection (Whaka-Ora goals) ▪ Recreation walking access ▪ Eco-protection/Biodiversity ▪ Pest control Community engagement 	<ul style="list-style-type: none"> ▪ Planting + plant tending ▪ Weed control ▪ Trapping ▪ Input to long term management planning and protection ▪ Track development and maintenance 	<ul style="list-style-type: none"> ▪ Confirm reserve status ▪ Fencing ▪ Labour
2. Purau Bay Reserve (2.5 ha) (Pt Lot 5 DP 14050, Lot 6 DP 14050) + Jervois Park (0.7 ha)	<ul style="list-style-type: none"> ▪ Erosion mitigation ▪ Habitat regeneration ▪ Catchment protection (Whaka-Ora goals) ▪ Recreation walking access ▪ Eco-protection/Biodiversity ▪ Pest control ▪ Input for community of future of forest adjacent to Purau village, and Old Stock Road (Bayview Road) <p><u>Specific</u></p>	<ul style="list-style-type: none"> ▪ Planting + plant tending ▪ Weed control ▪ Drainage work ▪ Trapping ▪ Track planning, development, signage, and maintenance 	<ul style="list-style-type: none"> ▪ Tree work (removal of pines) ▪ Labour ▪ Manage other occupiers ▪ Liaison for road trees ▪ Explore ownership and options CCC responsibility for forest

	Planting in clearings initially, with gradual removal of pines		
3. Stoddart Point Reserve (14.3 ha)	<ul style="list-style-type: none"> Recreation, scenic and historic multi-purpose reserve Eco-protection/Biodiversity Pest control replanting <p><u>Specific</u></p> <ul style="list-style-type: none"> Replacement planting out from “View Shaft” area Gradual removal of pines, especially along public tracks 	<ul style="list-style-type: none"> Planting + plant tending Weed control Track improvement (steps/gravelling) Trapping Input to long term planning and protection Liaison with other CCC tenants 	<ul style="list-style-type: none"> Tree work (removing pines along cliff track to improve track safety + planting options) Major track maintenance + development Labour Facilitate community input to long term tenants /occupiers of the reserve land
4. Sam’s Gully (7.6 ha)	<ul style="list-style-type: none"> Habitat regeneration Catchment protection (Whaka-Ora goals) Recreation walking access Eco-protection/Biodiversity Pest control 	<ul style="list-style-type: none"> Planting + plant tending Routine track maintenance Weed control Trapping Input to long term planning and protection 	<ul style="list-style-type: none"> Confirm reserve status Tree work Labour
5. Morgan’s Gully (8.8 ha)	<ul style="list-style-type: none"> Habitat regeneration Catchment protection (Whaka-Ora goals) Recreation walking access Eco-protection/Biodiversity Pest control 	<ul style="list-style-type: none"> Planting + plant tending Routine track maintenance Weed control Trapping Input to long term planning and protection 	<ul style="list-style-type: none"> Confirm reserve status Tree work Labour
6. Black Point Reserve (1.33 ha)	<ul style="list-style-type: none"> Walking access Track network Coastal margin protection Pest control Habitat restoration 	<ul style="list-style-type: none"> Planting + plant tending Routine track maintenance Weed control Trapping 	<ul style="list-style-type: none"> Arborist or CCC staff for windfall or overhanging trees Major track maintenance + development Labour
7. Coastal Cliff Reserve (Church Bay to Diamond Harbour) including all public access tracks: Emerson Crescent, Koromiko Crescent x 2, Ranui Crescent, “Godley Memorial Track”, Ron Arnold Reserve (25 Te Ara Crescent), and Marama Crescent.	<ul style="list-style-type: none"> Walking access Track network Coastal margin protection Pest control Habitat restoration <p><u>Specific</u></p> <p>Ensuring public access routes to cliff track are open and safe.</p>	<ul style="list-style-type: none"> Planting + plant tending Routine track inspection & maintenance Weed control Trapping Ensuring public access Long term planning Liaison and planning with H2H group 	<ul style="list-style-type: none"> Arborist or CCC staff for windfall or overhanging trees Regular track maintenance + development Labour Managing encroachments, occupations, compliance

8. Purau Stream Esplanade	<ul style="list-style-type: none"> River habitat restoration (replanting multi use walkway) Recreation, scenic and historic, local purpose. Waste, weed and pest control Community engagement 	<ul style="list-style-type: none"> Planting + plant tending Weed control Trapping Input to long term management planning and protection Track development and maintenance 	<ul style="list-style-type: none"> Community enforcement/communication reserve occupations. Major track maintenance + development Labour
9. Purau waterfront beach: jetty ramp facilities to old Rhodes Jetty	<ul style="list-style-type: none"> Recreation active and passive historic foreshore enhancement 	<ul style="list-style-type: none"> Monitoring use impacts, H2H input to planning and implementation Coastal facilities review Weed pest enhancement east end beach 	<ul style="list-style-type: none"> Long term planning funding and implementation Upgrade coastal facilities and assets
10. Purau Recreation Reserve	<ul style="list-style-type: none"> Input into management of public domain 		
11. Rawhiti Street Reserve (0.4 ha) + Rawhiti Street Park (0.5ha)	<ul style="list-style-type: none"> Walking access Track network Eco protection/ Biodiversity Pest control 	<ul style="list-style-type: none"> Planting + plant tending Routine track maintenance Weed control Trapping 	<ul style="list-style-type: none"> Tree work Labour
12. Neighbouring areas of CCC-administered land that DHRC would like to have an advisory role in: <ul style="list-style-type: none"> Teddington to Charteris Bay Charteris Bay to Hays Bay foreshore Purau Rhodes Jetty to Pile Bay Pile Bay to Adderley Head Forest blocks near Purau + Old Stock Road (Bayview Road) 	<ul style="list-style-type: none"> Recreation active and passive historic foreshore Habitat enhancement Sediment controls Access upgrades and eco restoration 	<ul style="list-style-type: none"> Monitoring use impacts, H2H input to planning and implementation Input to coastal facilities 	<ul style="list-style-type: none"> Manage occupations and compliance issues. fund foreshore facilities Liaison and land status issues with DOC and adjacent owners Planning implementations
13. James Drive Reserve	<ul style="list-style-type: none"> Recreational values Native vegetation 	<ul style="list-style-type: none"> Protecting access and ecological value 	<ul style="list-style-type: none"> Routine maintenance (mowing, track repairs)
14. Laurenson Park	<ul style="list-style-type: none"> Recreational values Native vegetation 	<ul style="list-style-type: none"> Protecting access and ecological value 	<ul style="list-style-type: none"> Routine maintenance (mowing, track repairs)
15. Charteris Bay ramp			

Diamond Harbour Reserve Committee Estimated Annual Budget - 22 July 2024
THIS BUDGET REPRESENTS ESTIMATED COSTS ON AN ANNUAL BASIS (Except for capital items)

Equipment and materials for DHRC Activities

	Annual Qty	\$/unit incl GST	Annual \$
1 - Planting			
Bamboo Canes, 1.5m x 12-14mm @ \$65/100	2000	\$0.65	\$1,300
Bamboo Canes, 600mm x 10-12mm @ \$25/100	4000	\$0.25	\$1,000
300 plant guards (cardboard) @ \$180/100	2000	\$0.18	\$360
EcoCoir Mulch Mats, 200mm2 @ \$35/50	2000	\$0.70	\$1,400
Fertiliser Tablets @ \$120/1000	2000	\$0.12	\$240
Spades - planting (Timbersaws) @ \$125	5	\$125.00	\$625
Total			\$4,925
2 - Irrigation			
Irrigation pipe (LDPE, 25mm) 500m	1	\$1,500.00	\$1,500
Pipe connectors, taps (various) @ \$300	1	\$300.00	\$300
Hoses (30m) @ \$96	6	\$96.00	\$576
Hose connectors, nozzles (various) @ \$150	1	\$150.00	\$150
Water barrels 200L @ \$40	4	\$40.00	\$160
1000L IBC tanks with cage + tap	2	\$200.00	\$400
Total			\$3,086
3 - Track work			
Spades - flat @ \$75	2	\$75.00	\$150
Mattocks (Handle pick) @ \$90	2	\$90.00	\$180
Hazard tape & signs @\$30	1	\$30.00	\$30
Track markers (fluro) @ \$15	1	\$15.00	\$15
Waratahs @ \$15	25	\$15.00	\$375
Waratah post driver @ \$90	1	\$90.00	\$90
Wheelbarrows (construction) @ \$275	1	\$275.00	\$275
Timber (bridges) - planks H4 - 50x150 @\$7/m	50	\$7.00	\$350
Timber half rounds (15cmx1.8m) H4 @ \$20 -	20	\$20.00	\$400
Decking timber H3.2 / 50m @\$6/m	50	\$6.00	\$300
Nails - 100mm, 5kg box @ \$60	2	\$60.00	\$120
Nails - 75mm, 5kg box @\$50	1	\$50.00	\$50
Screws (heavy duty) 100mm, pack of 100 @ \$60	5	\$60.00	\$300
Rebar steel rods - 12mm, 6m @ \$35	5	\$35.00	\$175
Stain/varnish, 5L @ \$90	1	\$90.00	\$90
Gravel (incl cartage) 3 cubic m @ \$200	3	\$200.00	\$600
Total			\$3,500
4 - Weed control			
Handsaws (Silky, 300mm) \$120	8	\$120.00	\$960
Loppers, long-handled (Timbersaw) @ \$250	2	\$250.00	\$500
Loppers, short-handled (Timbersaw) @ \$250	2	\$250.00	\$500
Brushcutter (Stihl FS250) @ \$1385	1	\$1,385.00	\$1,385
Weedwacker line, added blades	1	\$200.00	\$200
Weedwacker fuel@ \$2/L	100	\$2.00	\$200
Cut'n'Paste Weed Gel 20L @\$690	1	\$690.00	690
Total			\$4,435

5 - Workshop			
Battery sander (Makita) @ \$265	1	\$265.00	\$265
Battery driver/drill set (Makita)	1	\$650.00	\$650
Files, screw driver, spanner	1	\$200.00	\$200
Committee stationery	1	\$200.00	\$200
Total			\$1,315

6 - Predator control			
Traps - Possum - Trapinator @ \$30	5	\$30.00	\$150
Traps - Mustelids - DOC200 @ \$40	5	\$40.00	\$200
Trap bait	50	\$5.00	\$250
Total			\$600

7 - Plant nursery			
Potting Mix @ \$60/cubic metre	5	\$60.00	\$300
Plant trays @ \$10	10	\$10.00	\$100
Plant bags big @ \$0.75	100	\$0.75	\$75
Plant bags small @ \$0.50	100	\$0.50	\$50
Plant pots big	100	\$0.75	\$75
Plant pots small @ \$0.50	50	\$0.50	\$25
Total			\$625

DHRC totals	Annual \$
1 - Planting	\$4,925
2 - Irrigation	\$3,086
3 - Track	\$3,500
4 - Weed control	\$4,435
5 - Workshop	\$1,315
6 - Predator control	\$600
7 - Plant nursery	\$625
	\$18,486

Estimated Expenses by CCC

Routine expenses

Arborist - dangerous	\$10,000
Transport - plants, bulk materials	\$3,000
Training - first aid , risk assessment etc	\$1,000
Chainsaw training - on ground	\$1,000
Chainsaw training - felling	\$1,000
Equipment servicing	\$1,500
	\$17,500

Capital expenses

Secure storage unit	\$4,000
Hazardous chemicals storage	\$1,000
New plant nursery?	\$10,000
Water supply to shed/nursery?	\$5,000
Fencing (School Gully)	\$5,000
	\$25,000

CCC Totals	Annual
Routine expenses	\$17,500
Capital expenses	\$25,000
	\$42,500

Combined DHRC + CCC \$60,986

Basic Aims, Principles, and Rules of the Diamond Harbour Reserve Committee

Aims - Our over-arching aim is to look after the reserves of the Diamond Harbour area, including officially designated areas and other “unofficial” green spaces. These will be listed in our Schedule which will be agreed between the committee and the Banks Peninsula Community Board and CCC (Parks). There will be an associated 3-year plan (outlining our proposed activities in these areas), plus a budget with costings of the resources, plants and equipment provided to the Reserve Committee (by Regional and Community Parks).

Principles - The way we approach this aim includes several principles which will guide what we do. Essentially, this will be to improve the biodiversity and health of the environment of this area, by:

- Weed control
- Replacement/re-generative native planting
- Human-related goals – reduce fire risk and provide recreation opportunities

1 - Weed control will entail trying to reduce and eradicate plant species that are non-native to this area, especially those that are invasive and threaten the survival of native species. We support the Canterbury Regional Pest Management Plan and National Pest Plant Accord.

2 - Replacement/re-generative native planting means that we will aim to plant species that are native to this area, so Banks Peninsula or at least Canterbury varieties. Partly, this will be achieved by potting up seedlings found locally, and also from obtaining eco-sourced plants from nearby nurseries. We will oppose the planting of any exotic or non-native plants.

3 - We will look to reduce fire risk by planting low-flammability plants in areas near houses and avoiding planting high-flammability plants in these areas and also in any density outwith those areas. We will also aim to develop a network of easily accessible and safe tracks for local people.

The 2013 Stoddart Point Reserve and Coastal Cliff Reserves Network Management Plan encompasses these same principles and offers a detailed framework for our activities.

Rules - Any person who wishes to participate in any reserve activities which rely on materials (eg. plants, equipment, associated supplies) provided to the DHRC specifically for these activities must abide by the following basic rules:

- 1) – Ensure to use the agreed communication media of the DHRC – either group email or group Whatsapp channel - and send all messages relevant to DHRC activities via these group media, so that they are viewable by all group members.
- 2) Agree and accept our guiding principles (above) and in particular take active steps to learn:
 - a) the types of plants that will be planted on our reserves.
 - b) which plants are better suited to different types of terrain, eg. wet-area plants vs dry area plants, or prone to frost damage.
 - c) which are low-flammable and high-flammable plants, and so which should not be planted near houses.

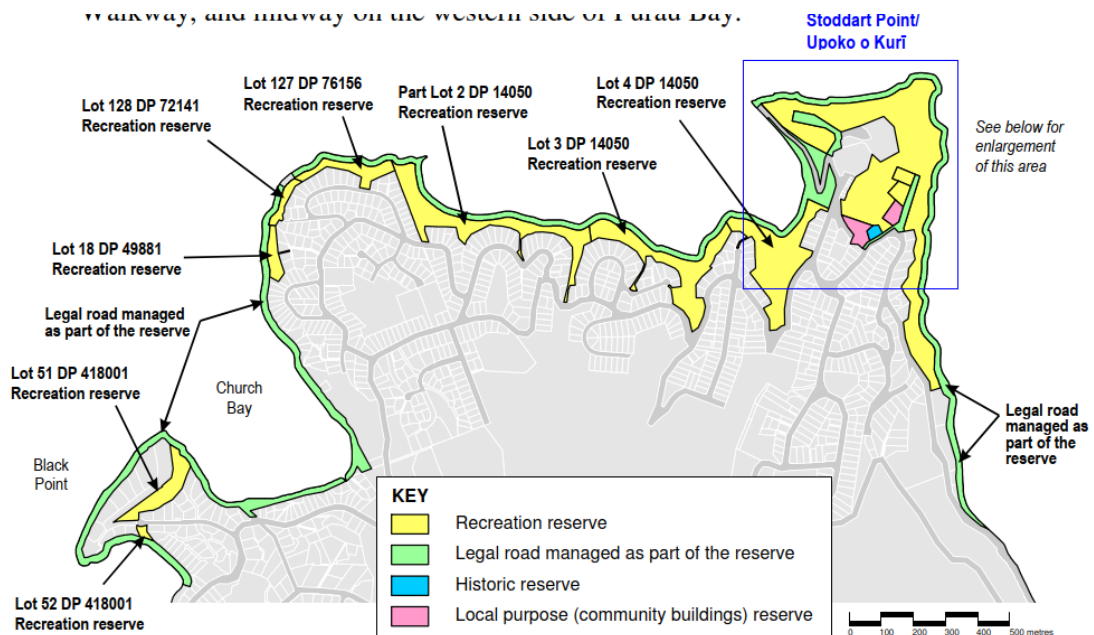
A categorised plant list is to be drafted for circulation to all members and anyone in the community who wants information about appropriate plants for this area.

- 3) If wishing to use any materials or equipment provided to the DHRC:

- a) ensure that equipment is returned immediately after use to the communal shed, in good working order, so that it can be used by other volunteers.
 - b) ensure that there are adequate supplies available for other volunteers – in other words, if using things like fuel, weedwacker line, or cut & paste weedkiller, take active steps a) to notify via the group channel that supplies are running out and b) arrange to get new quantities as soon as possible.
 - c) avoid returning equipment in unserviceable order, or finishing group stocks without arranging repair of equipment or replacement of stocks.
- 4) In addition, anyone using equipment or materials during the week, should ensure that both are available for those volunteers who can only do the activities at weekends.
- 5) If a DHRC member witnesses any encroachment or wilful damage to any of the scheduled reserves, they should notify the group on the agreed DHRC channel/email and not try to address it themselves. Such issues are to be then notified to CCC Parks (Regional or Community) for treatment and resolution.
- 6) Anyone not willing to abide by these basic rules should not be given access to any of the DHRC's resources and asked not to engage in activities in our scheduled areas.

RESERVE COMMITTEE – RESERVE SCHEDULE

Diamond Harbour Reserve



Reserves and Facilities for: **Diamond Harbour Reserve Committee**

Item	Description / Address				
Reserve	Stoddart Point and Coastal Cliff Reserves, Diamond Harbour				
Address	Various				
Legal Description	Description	Land Area ha	Subject to Reserves Act	Reserve Classification	Crown derived Y/N
Lot 4 DP 304811.19080	Stoddart Cottage	0.1443	Y	Historic Reserve	Crown derived reserve
Lot 5 DP 304811.19081	Stoddart Point Reserve (community hall lease area)	0.4638	Y	Local Purpose (community buildings) Reserve	
Lot 3 DP 304811.19079	Stoddart Point Reserve (scout den and play centre lease area)	0.2816	Y	Local Purpose (community buildings) Reserve	
Lot 11 DP 304811.19087	Stoddart Point Cemetery	1.1805	Y	Local Purpose (community buildings) Reserve	
Lot 127 DP 76156, CT-43D/642	Otamuhua Lane Reserve (section adjoining the Coastal Cliff Reserve)	1.0089	Y	Recreation Reserve	
Lot 128 DP 72141, CT-42A/132	Otamuhua Lane Reserve (Church Bay section)	0.3792	Y	Recreation Reserve	
Lot 1 DP 304811, CT-19077	Stoddart Point Reserve (croquet club lease area)	0.2409	Y	Recreation Reserve	

Lot 2 DP 304811 CT-19078	Stoddart Point Reserve (bowling club lease area)	0.2984	Y	Recreation Reserve	
Lot 51 DP 418001 CT-469251	Black Point Reserve above Church Bay, created as result of subdivision	1.3200	Y	Recreation Reserve	
Lot 52 DP 418001, CT-469252	Black Point Reserve adjoining Hays Bay beach, created as a result of subdivision	0.1185	Y	Recreation Reserve	
Pt Lot 2 DP 14050 CT-CB575/79	Coastal Cliff Reserve (section north of Laurenson Park)	3.5008	Y	Recreation Reserve	
Lot 3 DP 14050 CT-520/296	Coastal Cliff Reserve (section containing Sam’s Gully)	3.2375	Y	Recreation Reserve	Crown derived reserve
Lot 4 DP 14050, CT-CB520/296	Coastal Cliff Reserve (section above Diamond Harbour Beach containing Morgan’s Gully)	3.9457	Y	Recreation Reserve	Crown derived reserve
Pt Lot 5 DP 14050	Stoddart Point Reserve (the main land parcel making up Stoddart Point Reserve)	11.8729	Y	Recreation Reserve	Crown derived reserve
Note – These certificates of title are held by Christchurch City Council as listed in the Stoddart Point Reserve and Coastal Cliff Reserves Network Diamond Harbour/Te Waipapa Management Plan 2013. There are some areas of unformed legal road, existing rights of way, and areas leased by sports clubs and community groups on the reserves or adjacent to them. The Christchurch City Council controls legal roads, both formed and unformed, under Section 317 of the Local Government Act 1974.					
Gazette Notice					
District Plan Zoning	Open Space Community Parks				
Wai Tapu / Silent File	District Plan Ngā Tūranga Tūpuna Site ID 70 Purau				
Flooding Risk	From SmartMap				
Leases	Group			Final expiry date	
	The Stoddart Cottage Trust			31 March 2052	
	Canterbury Play Centre (Now Playcentre Aotearoa -Diamond Harbour)			30 September 2031	
	Scouting New Zealand				
	Diamond Harbour Rugby Football Club Incorporated			30 June 2048	
	Diamond Harbour Community Association Incorporated				
	Diamond Harbour and Bays Bowls Club Incorporated			30 March 2030	
Diamond Harbour and Districts Croquet Club Incorporated			30 March 2030		
Community Facilities	Community Hall				
Camping Ground Facilities					
Sports / Parks Facilities					
Heritage Buildings/Structures	Stoddart Cottage				
Assets / machinery					
User Groups	Community, Visitors				

Employees	No
Reserve Management Plan	13/1122851
Landscape Development Plan	Indicative Development Plans – See section 11.6 of Stoddart Point Reserve and Coastal Cliff Reserves Network Diamond Harbour/ Te Waipapa Management Plan 2013
Conservation Report	Stoddart Point Reserve – Landscape History and Conservation Report
Plantings / Protected Trees	Miscellaneous trees
Maintenance	CCC Contractors and Committee Members
Policies / Registers	Council Policies and Bylaws
Rūnanga	Te Hapū o Ngāti Wheke (Rāpaki Rūnanga)
Specific Community Committee is Located in	Mount Herbert subdivision
Council Staff Liaison	Paul Devlin / Hannah Murdoch – Parks (Community Partnerships Ranger) Steven Armstrong – Parks (Buildings Maintenance) Maria Adamski – Parks (Buildings Planning) Andrea Wild, Linda Burkes – Governance Matthew Pratt (Community Facilities & Activation Manager)
Relevant Council Teams	Parks, Governance, Community Facilities & Activation
Board Member Liaison	Luana Swindels

Jervois Close Park and Lot 6 DP 14050



Reserves and Facilities for: **Diamond Harbour Reserve Committee**

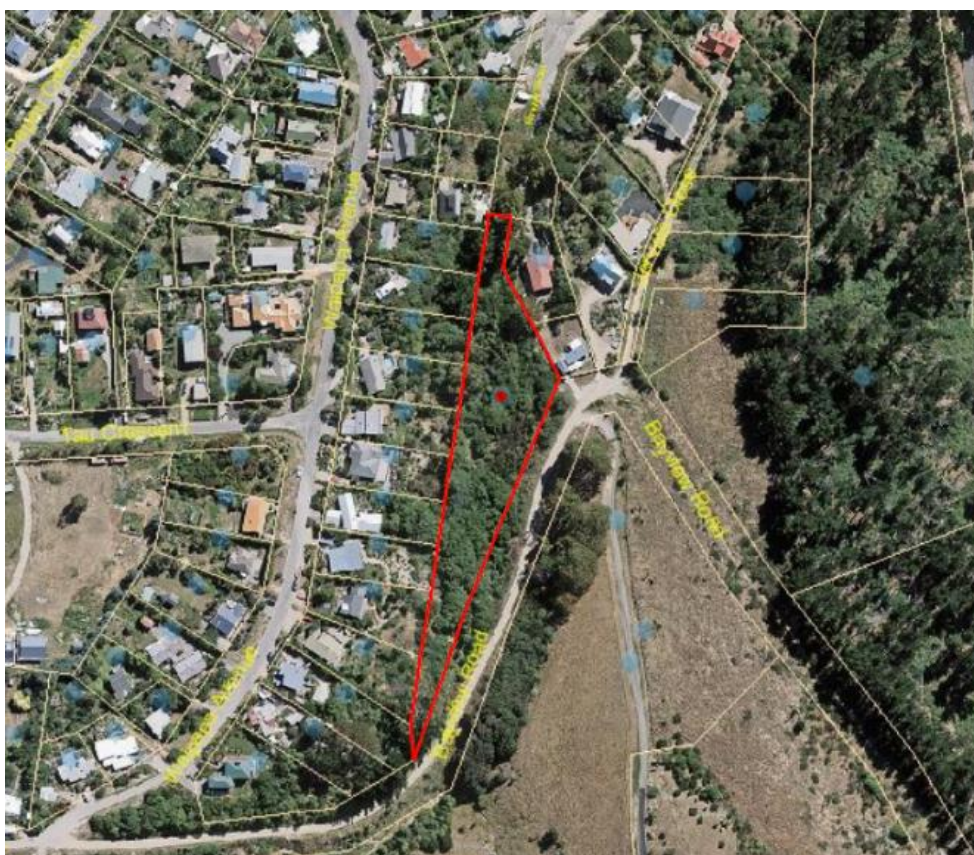
Item	Description / Address	
Reserve	Jervois Close Park	Lot 6 DP 14050
Address	1 Jervois Close, Diamond Harbour	2A Waipapa Avenue, Diamond Harbour
Legal Description Certificate of Title	Lot 53 DP 13976 CB32A/383 0.1548 ha No purpose Lot 52 DP 13976 CB32A/383 0.1791 ha No purpose Lot 51 DP 13976 CB32A/383 0.1697 ha No purpose	Lot 6 DP 14050 Title 223569 2.4043 ha No purpose

	Lot 50 DP 13976 CB32A/383 0.2524 ha No purpose	
Reserve Classification	N/A Managed as park	N/A Managed as park
Subject to Reserves Act Y/N	No	No
Gazette Notice	No	No
Crown derived Y/N		
Land Area	2.1921 hectares	2.4043 hectares
District Plan Zoning	Open Space Community Parks Rural, Banks Peninsula	Residential, Banks Peninsula
Wai Tapu / Silent File	District Plan Ngā Tūranga Tūpuna Site ID 70 Purau	District Plan Ngā Tūranga Tūpuna Site ID 70 Purau
Flooding Risk	Flooding risk – No Slope Instability Management Area	Flooding risk – No Slope Instability Management Area
Leases	No	
Community Facilities	No	No
Camping Ground Facilities	No	No
Sports / Parks Facilities		
Heritage Buildings/Structures		
Assets / machinery		
User Groups		
Employees	No	
Reserve Management Plan		
Landscape Development Plan		
Plantings / Protected Trees	Miscellaneous trees	
Maintenance	Committee members, parks unit and CCC Contractors	Committee members, parks unit and CCC Contractors
Policies / Registers	Council Policies & Bylaws	
Rūnanga	Te Hapu o Ngāti Wheke	
Specific Community Committee is Located in	Mt Herbert subdivision	
Council Staff Liaison	Hannah Murdoch – Parks (Community Partnerships Ranger) Andrea Wild – Community Development Adviser, Linda Burkes – Governance Advisor	
Relevant Council Teams	Parks, Community Governance	
Board Member Liaison	Luana Swindels	

Rawhiti Street Reserve and Rawhiti Street Park Reserve



Rawhiti Street Reserve – 18 Rawhiti Street



Rawhiti Street Park Reserve – 33 Rawhiti Street

Item	Description / Address	
Reserve	Rawhiti Street Reserve	Rawhiti Street Park Reserve
Address	18 Rawhiti Street, Diamond Harbour	33 Rawhiti Street, Diamond Harbour
Legal Description Certificate of Title	Lot 55 DP 13976 CB9K/111 0.2843 ha No purpose	Lot 54 DP 13976 CB516/14 0.516 ha No purpose
Reserve Classification	N/A Managed as park	N/A Managed as park
Subject to Reserves Act Y/N	No	No
Gazette Notice	No	No
Crown derived Y/N		
Land Area	0.2843 hectares	0.516 hectares
District Plan Zoning	Open Space Community Parks Rural, Banks Peninsula	Open Space Community Parks Rural, Banks Peninsula
Wai Tapu / Silent File	District Plan Ngā Tūranga Tūpuna Site ID 70 Purau	District Plan Ngā Tūranga Tūpuna Site ID 70 Purau
Flooding Risk	Flooding risk – No Slope Instability Management Area	Flooding risk – No Slope Instability Management Area
Leases	No	No
Community Facilities	No	No
Camping Ground Facilities	No	No
Sports / Parks Facilities	No	
Heritage Buildings/Structures	No	
Assets / machinery		
User Groups		
Employees	No	
Reserve Management Plan	No	
Landscape Development Plan	No	
Plantings / Protected Trees	Miscellaneous trees	
Maintenance	Committee members, parks unit and CCC Contractors	Committee members, parks unit and CCC Contractors
Policies / Registers	Council Policies & Bylaws	
Rūnanga	Te Hapu o Ngāti Wheke	
Specific Community Committee is Located in	Mt Herbert subdivision	
Council Staff Liaison	Hannah Murdoch – Parks (Community Partnerships Ranger) Andrea Wild – Community Development Adviser, Linda Burkes – Governance Advisor	

Relevant Council Teams	Parks, Community Governance
Board Member Liaison	Luana Swindels

Sams Gully, Morgans Gully and School Gully

Note agreement is for the operational maintenance, protection and enhancement of Gully Systems only.

The whole area of 27 Hunters Road and 42 Whero Avenue, Diamond Harbour is subject to the Outline Development Plan Process approved by Christchurch City Council on 9 June 2022. Council resolution CNCL/2022/00032.



Item	Description / Address	
Reserve	Sams Gully, Morgans Gully and School Gully	
Address	27 Hunters Road, Diamond Harbour 399 Bayview Road, Diamond Harbour	
Legal Description Certificate of Title	Part Lot 1 DP 14050 CB 12F/538 (27 Hunters Road) Lot 115 DP 4870 CB6B/1051 (399 Bayview Road)	

	<p>Lot 5 DP 30183 CB12A/1241 (5A Te Papau Crescent)</p> <p>Lot 6 DP 15341 CB535/150 31A Te Papau Crescent)</p> <p>Lot 5 DP 15341 CB535/150 (31A Te Papau Crescent)</p>	
Reserve Classification	N/A Gullies currently managed as park – Future protection of some or all of the gully systems will be subject to the Outline Development Plan	
Subject to Reserves Act Y/N	No	
Gazette Notice	No	
Crown derived Y/N	No	
Land Area	Gully areas only as per map above Total area of gullies approx. 22ha	
District Plan Zoning	Residential, Banks Peninsula	
Wai Tapu / Silent File	District Plan Ngā Tūranga Tūpuna Site ID 71 Whakaraupō	
Flooding Risk	Flooding risk – No Slope Instability Management Area	
Leases	No	
Community Facilities	No	
Camping Ground Facilities	No	
Sports / Parks Facilities		
Heritage Buildings/Structures		
Assets / machinery		
User Groups		
Employees	No	
Reserve Management Plan		
Landscape Development Plan	Any development must be approved by council staff as 27 Hunters Road and 42 Whero Avenue are currently subject to Outline Development Plan Process	
Plantings / Protected Trees	Miscellaneous trees	
Maintenance	Committee members, parks unit and CCC Contractors	Committee members, parks unit and CCC Contractors
Policies / Registers	Council Policies & Bylaws	
Rūnanga	Te Hapu o Ngāti Wheke	
Specific Community Committee is Located in	Mt Herbert subdivision	

Council Staff Liaison	Pul Devlin – Parks Hannah Murdoch – Parks (Community Partnerships Ranger) Andrea Wild – Community Development Adviser, Linda Burkes – Governance Advisor
Relevant Council Teams	Parks, Community Governance, Property Unit
Board Member Liaison	Luana Swindels

Aspirational land and facilities for future co-management.

Christchurch City Council Parks team agrees to raise any issues or plans on these sites with the Reserve Committee to seek feedback. They may make their way into the approved schedule later.

1. Purau Stream Esplanade - reserve
2. Purau Recreation Reserve – recreation area adjacent to above
3. Purau waterfront beach - CCC land managed and funded as and to be reserve
4. Purau facilities - Jetty ramp to old Rhodes Jetty CCC land facilities managed and funded as and to be reserve.
5. Land and facilities on CCC-administered land that Diamond Harbour Reserve Committee wish to have a governance role in:
 - Teddington to Charteris Bay
 - Charteris Bay to Hays Bay foreshore
 - Purau Rhodes Jetty to Pile Bay
 - Pile Bay to Adderley Head
 - Forest blocks near Purau + Old Stock Road (Bayview Road)
 - Unformed legal roads which may have future recreation access or biodiversity values
6. James Drive Reserve
7. Laurenson Park - reserve
8. Charteris Bay ramp - CCC land managed and funded as reserve.

Diamond Harbour Reserve Committee – Draft Schedule for 2023 – 2026

The Committee, on behalf of our local communities, believes that the following areas and facilities relating to CCC land and reserve, user groups and organisations, and the local rūnanga, are within the intention of the new Te Pātaka o Rākaihautū Banks Peninsula Community Board’s terms of reference.

The communities on the southern shore of Whakaraupo are either already engaged in the operations and maintenance or have a desire to be involved in the co-management and co-governance of these areas in the future.

Following confirmation by the Banks Peninsula Community Board of these areas, a detailed schedule of reserves and facilities will be completed as Appendix A to the Terms of Reference.

Land and facilities for co-management – operations and maintenance

1. Stoddart Point Reserve (14.3 ha) – (reserve)
2. Morgan’s Gully (8.8 ha) – (CCC land managed as and to be reserve)
3. Sam’s Gully (7.6 ha) – (CCC land managed as and to be reserve)
4. School Gully (approx. 6 ha) – (CCC land managed as and to be reserve subject to Outline Development Plan)
5. Jervois Park (0.7 ha) and adjacent “Purau Pines” area (2.5 ha) (Pt Lot 5 DP 14050, Lot 6 DP 14050) – (reserves)
6. Black Point Reserve (1.33 ha) – (reserve)
7. Coastal Cliff Reserve (Church Bay to Diamond Harbour), including all public access tracks: Emerson Crescent, Koromiko Crescent x 2, Ranui Crescent, “Godley Memorial Track”, Ron Arnold Reserve (25 Te Ara Crescent), and Marama Crescent. – (Reserves and CCC land managed and funded as reserve)
8. Rawhiti Street Reserve (0.4 ha) + Rawhiti Street Park (Reserve)

Land and facilities for co-management - governance

1. Purau Stream Esplanade – (reserve)
2. Purau Recreation Reserve – (recreation area adjacent to above)
3. Purau waterfront beach – (CCC land managed and funded as and to be reserve)
4. Purau facilities - Jetty ramp to old Rhodes Jetty – (CCC land facilities managed and funded as and to be reserve)
5. Land and facilities on CCC-administered land that DHRC wish to have an initially a governance role in:
 - Teddington to Charteris Bay
 - Charteris Bay to Hays Bay foreshore
 - Purau Rhodes Jetty to Pile Bay
 - Pile Bay to Adderley Head
 - Forest blocks near Purau + Old Stock Road (Bayview Road)
 - Unformed legal roads which may have future recreation access or biodiversity values
6. James Drive Reserve
7. Laurenson Park - reserve
8. Charteris Bay ramp – (CCC land managed and funded as reserve)

10. 177 Pūrau Avenue return by way of transfer to Te Hapū o Ngāti Wheke

Reference Te Tohutoro: 24/1065269

Responsible Officer(s) Te Pou Matua: Angus Smith, Property Consultancy Manager

Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Community Board and Council to consider a proposal by Ngāti Wheke to return the Council-owned property known as Pūrau Māori Reserve, 177 Pūrau Avenue (**Property**) to Te Hapū o Ngāti Wheke (**Ngāti Wheke**), and if that proposal is supported to seek approval to commence the process to further consider it.
- 1.2 The report originates from years of conversation with Ngāti Wheke focused on establishing appropriate ownership control and use of the land that supports the cultural history and significance of the Property, and/or protection and recognition of urupā on or around the Property. This matter is being presented now for consideration as the Department of Conservation indicated a change in policy that may facilitate the proposal.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the 177 Pūrau Avenue return by way of transfer to Te Hapū o Ngāti Wheke Report.
2. Note that:
 - a. The decision in this report is assessed as medium significance based on the Christchurch City Council's Significance and Engagement Policy.
 - b. The property at 177 Pūrau Avenue is not Crown derived nor is there any offer back obligations under section 40 of the Public Works Act 1981.
 - c. If, following consultation, it is determined that transfer of the property at 177 Pūrau Avenue is the appropriate course, the process to revoke the property's current reserve status would need to be followed to achieve an unencumbered fee simple title capable of transfer.
3. Endorse the proposed engagement approach to consider the proposal to return the property at 177 Pūrau Avenue by way of transfer to Te Hapū o Ngāti Wheke outlined in **Attachment A**.

Recommend to the Council that it resolves to:

4. Consult with the community in relation to the proposal by Te Hapū o Ngāti Wheke to transfer the property at 177 Pūrau Avenue comprising 1381 m² held in record of title 841068 and legally described as Reserve 4622 for the consideration of \$1 to Ngāti Wheke.

5. If no objections, or other considerations that might require a change in the process, are received through the consultation process, authorise the Manager Property Consultancy to:
 - a. Revoke the reserve status of the property at 177 Pūrau Avenue through the required process in the Reserves Act 1977 and state the reasons for doing as being that the reserve purpose and status is inconsistent with the cultural history and significance of the property and/or the protection and recognition of urupā on or around the site, and any further reasons established through the consultation process;
 - b. Deal exclusively with Te Hapū o Ngāti Wheke in relation to the transfer of the property at 177 Pūrau Avenue on the basis that there is a clear reason to do so under the *Disposal of Council Property Policy 2000*, specifically that the exclusive dealing:
 - i. Establishes appropriate ownership control and use of the land that supports the cultural history and significance of the site and/or the protection and recognition of urupā on or around the site.
 - ii. Urupā have been identified on or around the site, and the cultural history and significance of the site and surrounding area means that disposal to any other party or making it available for other Council purposes would be culturally insensitive and would not meet the Council's obligations under the Te Tiriti o Waitangi as it applies to the administration of reserve land.
 - iii. Te Hapū o Ngāti Wheke is the only logical and rightful owner of the land as mana whenua and kaitiaki of the urupā.
 - iv. Achieves the Council's Strategic Framework objectives.
 - v. Any further reasons established through the consultation process.
 - c. Return by way of transfer to Te Hapū o Ngāti Wheke the property at 177 Pūrau Avenue comprising 1381 m² held in record of title 841068 and legally described as Reserve 4622 for the consideration of \$1, subject to a condition that Te Hapū o Ngāti Wheke will initiate a process to apply to the Māori Land Court to obtain designation of 177 Pūrau Avenue as a Māori Reserve under Te Ture Whenua Māori Act 1993.
6. If any objections, or other considerations that might require a change in the process, are received through consultation, delegate to Te Pātaka o Rākaihautū Banks Peninsula Community Board, the authority to hear and determine the submissions and objections.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 The Council owned block of land (Attachment B) at 177 Pūrau Avenue referred to as Pūrau Māori Reserve has been the subject of conversation with Ngāti Wheke over a number of years. This property is a significant burial site (urupā). While it is referred to as a Māori Reserve, it is not officially classified as such. It is referred to as a "public purpose" reserve but has no official purpose under the Reserves Act 1977. The current status of this land does not recognise or protect the urupā on or around the site, nor the historic and cultural significance of the site and surrounding area to Ngāti Wheke.
- 3.2 The conversations with Ngāti Wheke have been focused on establishing appropriate ownership control and use of the land that supports the cultural history, values and significance of the Property, and protection and recognition of urupā on or around the site. These outcomes are not currently achieved through Council ownership held under the Reserves Act 1977.
- 3.3 Setting aside previous considerations and attempts to establish appropriate use of the Property as a culturally significant site, a recent indication from the Department of

Conservation to support an application to revoke the reserve status paves the way to consider a process that could see the property more appropriately owned, controlled and managed by Ngāti Wheke.

- 3.4 This report recommends commencing that process, which involves:
 - 3.4.1 Community consultation and engagement.
 - 3.4.2 Revocation of the reserve status under the Reserves Act 1977.
 - 3.4.3 Agreement to terms and conditions for an exclusive dealing with Ngāti Wheke over the return transfer of the Property.

4. Background/Context Te Horopaki

Background – History – Pūrau Bay and 177 Pūrau Avenue

- 4.1 Pūrau Bay is a significant area for mana whenua. Direct Māori occupation in Pūrau was from the earliest times of Māori occupation on Te Pātaka o Rākaihautū Banks Peninsula until the late 19th century.
- 4.2 Pūrau was a favourable location for Māori settlement due to its protection from the north-easterly and south-westerly winds, having a flat area suitable for settlement, a source of freshwater and mahinga kai resources.
- 4.3 Te Hapū o Ngāti Wheke (Rāpaki) Rūnanga is the modern-day representative of the hapū Ngāti Wheke. The takiwā of the rūnanga reflects the events and deeds of Te Rakiwhakaputa and his sons Manuwhiri and Wheke that secured their descendants' mana whenua rights to the area.
- 4.4 The takiwā centres on Rāpaki and the catchment of Whakaraupō and is described in the Port Cooper Deed of 1849. The Port Cooper Deed proposed setting aside lands in Pūrau for local Ngāi Tahu residents when land was sold for colonial settlement. Tiemi Nohomutu was a Ngāi Tahu leader in Whakaraupō during the 1830s and 1840s, he was one of the 'four high chiefs' on the Port Cooper Deed. He died in 1850 and, as a resident, was buried in Pūrau where his headstone can be seen today at 177 Pūrau Road, Pūrau.
- 4.5 In 1870 nine acres were set aside in Pūrau and established as Māori Reserve 876. The reserve was not set aside to the hapū but rather to an individual Ngaromata (Wikitoria) Nohomutu (Tiemi Nohomutu's granddaughter). She had no descendants and willed the land to Rahera Muriwai Uru in 1913 (no whānau relationship). Despite native land restrictions, he sold the nine acres to a local farmer's wife in 1914.
- 4.6 In 1950 the landowner subdivided the nine acres. One of the conditions of that subdivision was the establishment of a section which vested in the Mount Herbert County Council as Reserve 4622 by New Zealand Gazette Notice on 26 January 1962 (page 196) for public purposes. That parcel of land (177 Pūrau Avenue) comprises 1381 m² held by the Council in record of title 841068 as a public purpose reserve and is referred to as Pūrau Māori Reserve and is subject to the provisions of the Reserves Act 1977.

Past considerations and use of 177 Pūrau Avenue

- 4.7 In 2009 the Council held community consultation for a landscape development plan for Pūrau Māori Reserve and Pūrau Foreshore Reserve. Council received a submission from Ngāti Wheke on the historic and cultural significance of both reserves. The development plan was put on hold to allow for further discussions to take place.
- 4.8 Ngāti Wheke were concerned there were artefacts buried on or around the reserve and requested that the Council commission an Archaeological Geomagnetic Report for Pūrau, this was undertaken by Archaeology Solutions Limited dated September 2009 (Bader). A copy of

that report is available upon request. The critical finding of that report records that area “as an archaeological site containing most likely occupation remains and urupa.”

- 4.9 In addition, a private resident in the area provided his own findings in a separate report by GPR Solutions Ltd (Shaw). That provides some Ground Penetrating Radar results and data identifying subsurface features and anomalies. It identifies isolated anomalies and concludes those are assumed to be rocks or sections of tree roots, assumed utility / service pipes an assumed possibly dried up stream.
- 4.10 Ngāti Wheke commissioned an independent review of both those findings by Frank van der Heijden Senior Archaeologist Heritage New Zealand Pouhere Taonga his conclusions are as follows:

Both reports identify a number of individual anomalies within the Purau Reserve (RES 4622). Bader concludes these possible or likely burial pits based on similar examples elsewhere, an 1860s survey plan, and the traditional knowledge held by tangata whenua about the past use of the subject land as part of an urupa. Shaw assumes these are rocks or sections of tree roots but provides no further justification for this conclusion. It is not supported by evidence obtained during surveys undertaken elsewhere where similar anomalies have been confirmed as such. It also has not considered any other information on the history of the subject land parcel. Finally, it is not clear what, if any, archaeological expertise has been utilised to come to this conclusion, even though the scope of the investigation purports to be to ‘Interpret [sic] if there are any significant [sic] subsurface features such as fire pits, graves or previous [sic] agricultural activity’¹, in other words, whether there is any evidence for subsurface archaeological features.

Therefore, in my opinion, based on Bader’s extensive expertise as an archaeologist undertaking such surveys and the whole set of data presented, combined with the traditional knowledge of the subject property and similar examples elsewhere, it is reasonable to assume the individual anomalies identified are burial sites. No evidence has been presented that makes it at this stage reasonable to assume these are rocks or sections of tree roots. However, as indicated above, the only way to confirm the true nature of these anomalies, is by ground-truthing one or more of these anomalies by undertaking targeted excavations carried out by sufficiently experienced archaeologists.

- 4.11 The Council commissioned Underground Overground Archaeology in 2019 to review the 2009 Archaeology Solutions Limited report. That review concludes that the methodology and techniques employed in that report was commonplace and an accepted practice. It states:

While there are advances in software in the last decade, the physical data capture method has changed little in this time. Thus, the method utilised is appropriate and still relevant today. Dr Bader has identified that, on the basis of the geomagnetic survey and historical research, that the site and area is considered archaeological under NZ legislation, and that an urupa (burial site) is most probably present.

Dr Bader is an expert in this field and is best placed to interpret the results of the geophysical survey, thus, the results and the interpretation presented in the 2009 report, are unlikely to be challenged by any archaeologist in New Zealand.

Thus, the findings of the Bader 2009 report are still applicable and relevant today.

- 4.12 All of the above referred to reports can be made available upon request.
- 4.13 Information provided by a member of the community to the Council regarding historic uses of the Property, and other information around areas in the vicinity suggests that there is uncertainty around the exact location and bounds of the urupā.

¹ Shaw Sheet 3 of 7

- 4.14 **In conclusion** while defining and attributing a specific area to an urupa could be questioned there is sufficient evidence to support the position that this site has a culturally significant history and there is recognition of urupā on or around the Property.
- 4.15 At its meeting on 20 August 2014, the Lyttelton/Mt Herbert Community Board decided to:
- Request a report that enables the Board to decide on the reclassification of the Foreshore Reserve at Pūrau, including the Pūrau Māori Reserve.*
- The report is to include that the reserves have been surveyed, that papatipu rūnanga have been consulted and to seek the reclassification of the reserves as historic to better reflect the historic and cultural values of the site.*
- 4.18 To provide context Ngāti Wheke has shared some historical information which is included in **Attachment C Pūrau Urupā** and **Attachment D Tiemi Nohomutu**.
- 4.19 In December 2017, the Council, Mahaanui and members of Ngāti Wheke met to discuss the process going forward. At this meeting, it was agreed that the following recommendation contained in part of a larger Cultural Values Report be considered for implementation:
- Pūrau Māori Reserve, 177 Pūrau Avenue, Pūrau (Reserve 4622). The CVR requested that the option to restore ownership of this land parcel to Te Hapū o Ngāti Wheke be explored. This will involve the revoking of reserve status under the Reserves Act 1977.*
- 4.21 On 10 December 2017, Ngāti Wheke Incorporated passed the following resolution at its rūnanga meeting:
- Te Hapū o Ngāti Wheke request of Christchurch City Council that Pūrau Reserve 4622, BP 15546 (0.1381 ha), 177 Pūrau Drive, currently designated under the Reserves Act be revoked and be granted to Mana Whenua Te Hapū o Ngāti Wheke with the title to be registered under Te Ture Whenua Māori Act as a Māori Reservation.*
- 4.23 On 12 February 2018, a Banks Peninsula Community Board seminar was held to discuss the proposal to revoke the reserve status. The Community Board suggested that staff have a drop-in session for Pūrau residents prior to the Community Board meeting to approve the initiation of the Reserves Act 1977 process to revoke reserve status.
- 4.24 A community drop-in session was held on 7 April 2018 at Pūrau Recreation Ground. The key issues raised at the drop-in session were around public access, ongoing maintenance and whether the site could be reclassified as an historic reserve.
- 4.25 This culminated in a proposed report to the Community Board meeting of 28 May 2018. This report was considered and left to “lay on the table” with a request that staff provide further information that arose from questions as result of a deputation. Not long after that the Department of Conservation (DOC) indicated that they would not support a revocation of the reserve status. The matter has not been reconsidered as a result as pursuant to s 24(1) of the Reserve Act 1977, the Minister of Conservation makes the final decision on the revocation of a reserve status. Conversations have been ongoing between Ngāti Wheke, the Council and Department of Conservation since then.
- 4.26 In June 2024, Council staff met with Ngāti Wheke representatives, officers from Te Rūnanga o Ngāi Tahu and the DOC National Manager Land Statutory Management. At this meeting, DOC confirmed support for a proposal to revoke the reserve status to enable the return of the land to Ngāti Wheke should the Council resolve to proceed.

Proposal to return ownership of Pūrau Māori Reserve 177 Pūrau Ave to Ngāti Wheke

- 4.27 The proposal is to commence the process to address long-standing concerns as to the use and management of the site by returning ownership of the land to Ngāti Wheke so it can be

appropriately controlled and managed in light of the cultural significance of the site. A letter is attached from Ngāti Wheke setting out their position in this regard (Attachment E).

- 4.28 To achieve that outcome, a number of decisions and approvals to commence supporting processes are required. This report seeks the Community Board and Council's approval of the necessary processes. A process plan is attached (Attachment G). By way of a summary of key issues:

4.28.1 **Consultation process:** This is necessary to determine community views and as part of the proposed revocation of reserve status.

4.28.2 **Revocation of reserve status:** If the consultation process finds that transfer is appropriate, revocation of status is necessary to obtain an unencumbered fee simple title capable of transfer. The process plan anticipates running the revocation process currently with consultation. This process includes:

- DOC Commissioner approval of the revocation.
- Advertising.
- Confirmation of consultation with the local rūnanga.
- A record of the Council's resolution for revocation, including the reasons for revocation.

4.28.3 **Exclusive dealing:** If the consultation process finds that transfer is appropriate, Ngāti Wheke is the most appropriate owner of this significant site, and it would be inappropriate for the Council to continue as owner, or for any other party to own the site.

4.28.4 **Property value:** If the consultation process finds that transfer is appropriate, the proposed transfer is for \$1. The rationale for value is set out in the letter from Ngāti Wheke (**Attachment E**). In addition, determining a value would be extremely difficult, if not impossible, as there are no alternative uses given the cultural significance of the site. The valuation principles of a willing seller willing buyer would not exist even on a theoretical basis.

4.28.5 **Māori Reserve:** In order to ensure the appropriate management of the site for its cultural significance, the Council can make it a condition of sale that Ngāti Wheke will initiate a process to apply to the Māori Land Court to obtain designation of 177 Pūrau Avenue as a Māori Reserve under Te Ture Whenua Māori Act 1993.

- 4.29 The resolutions are worded such that if no objections, or alternative considerations that may require a change in the process (i.e. anything other than submissions in support of the proposal), are received, then staff can proceed with the transfer. If objections or other matters are raised as part of the consultation that require further consideration, the matter can be referred back to the Community Board to determine the appropriate way forward.

Further background

- 4.30 The following related memos/information were circulated to the meeting members:

Date	Subject
2009 - 2018	Various meetings, exchanges of information, consultation and conversations.
20/8/2018	Part B Reports for Information - Elected Member Exchange 9.2 Pūrau Reserves Classification

- 4.31 The following related information session/workshops have taken place for the members of the meeting: (If the information session/workshop was **open** to the public, provide a link to either

the agenda for the meeting or the recording of the meeting. If it was closed reference when it occurred.)

Date	Subject
27/7/2024	Community Board Briefing <i>Purpose was to update the Community Board on the changed position of the Department of Conservation and allow the Community board to provide staff with any information believed to relevant when consulting with the public.</i>

Options Considered Ngā Kōwhiringa Whaiwhakaaro

4.32 The following reasonably practicable options were considered and are assessed in this report:

4.32.1 **Recommended option:** Commence the process to consider revocation of the reserve status and transfer the property to Ngāti Wheke.

4.32.2 **Status Quo:** Do nothing. Not recommended.

4.32.3 **Reclassify and retain:** Reclassify the reserve and retain ownership in the Council or transfer to Ngāti Wheke as administering body. Not recommended.

4.33 The following options were considered but ruled out:

4.33.1 **Revoke reserve status only:** Under this option the Council would go through the process to revoke the reserve status, resulting in a fee simple unencumbered title. The Council would retain ownership of a fee simple property, which would not recognise the cultural significance of the land to rūnanga. This would not support Ngāti Wheke to regain the appropriate management of a culturally significant site.

4.33.2 **Apportioning the site for partial revocation / classification treatment:** This option would have to be predicated on identifying and attributing defined areas of the site to specific uses for specific treatment. That is not possible nor aligned with the principle of this consideration which is an acknowledgement that there is sufficient evidence to support the fact that this site is has a culturally significant history and there is recognition of urupā on or around the Property.

Options Descriptions Ngā Kōwhiringa

4.34 **Recommended Option:** Revoke the reserve status and return by way of transfer the property to Ngāti Wheke.

4.34.1 **Option Description:** The reserve status is revoked creating an unencumbered fee simple parcel of land capable of transfer from the council to Ngāti Wheke.

4.34.2 **Option Advantages:**

- Aligns and returns ownership, management and control to the historic rights and use of the property.
- Addresses the cultural insensitivities and inappropriate use of the Property.
- Aligns with Council's responsibility to administer the Reserves Act to give effect to the principles of [Te Tiriti o Waitangi](#) in accordance with section 4 of the Conservation Act 1987.
- There remains adequate and appropriate public space in the area without council retaining the subject site the adjacent Pūrau Recreation Ground (3610m²) is classified as a Recreation Reserve under the Reserves Act 1977, plus an area of legal road in front of approximately 800m² incorporated into the reserve provide for public open space. This is approximately 80m away from Pūrau Māori Reserve.

Pūrau Recreation Ground has a playground, toilet, stream, tree shade, seating and open space providing adequate amenity for the surrounding residential area. In addition, there is the foreshore public space, refer **Attachment H** for public space plan.

- Reduced maintenance cost and liability to the Council.
- As owner, Ngāti Wheke will be able to apply to have the land set aside as a Māori Reservation under Te Ture Whenua Act 1993. This would appropriately recognise the cultural and historical significance of the site and empower Ngāti Wheke to exercise kaitiaki responsibilities.

4.34.3 Option Disadvantages:

- Some community members are concerned around the possibility of loss of open space and public space/amenities.

4.35 Status Quo: Do nothing. Not recommended.

4.35.1 Option Description: Council retain ownership held under the Reserves Act, managing and controlling the property as a public purpose reserve.

4.35.2 Option Advantages:

- Retaining this as public open space for public purposes would/could be perceived by some members of the community as an advantage.
- The Council could manage the reserve in a way that retains some public purposes while also respecting the cultural significance, e.g. through the provision of signage.

4.35.3 Option Disadvantages:

- Perpetuates the cultural insensitivities and potential for inappropriate use.
- Costs of ownership and management reside with the Council.
- This would not support the Council's strategic objectives.
- Does not create clarity over management and the appropriate use of the site.
- Does not enable the Council's to meet its obligations under the Te Tiriti o Waitangi as it applies to the administration of reserve land.

4.36 Reclassify and retain: Reclassify the reserve and retain ownership in the Council or vest control and management with Ngāti Wheke as an administering body.

4.36.1 Option Description: Reclassifying the reserve to a more aligned use under the Reserves Act e.g. Historic Reserve to reflect the cultural and historic significance of this site. Once the reclassification process is completed, the Council could retain ownership or seek to vest control and management of the reserve in Ngāti Wheke as an administering body.

4.36.2 Option Advantages:

- Reclassification of the reserve so it is no longer a public purpose reserve would better reflect the cultural and historic significance of this site.
- Management of the reserve would be changed to ensure it was appropriate for the type of reserve.

4.36.3 Option Disadvantages:

- Does not address issues of cultural appropriateness in terms of current use of the site.
- Changing the reserve status to “historic” would not properly recognise the immense cultural significance of the site.
- It would not support the appropriate management of the urupā or measures to protect it for future generations.
- May not effectively address control and management for an urupā.
- Ngāti Wheke would not be the owner of the land.
- Would not allow for classification as a Māori Reserve under the Te Ture Whenua Māori Act 1993.

Analysis Criteria Ngā Paearu Wetekina

4.37 The Council’s strategic framework priorities and outcomes.

4.38 The nature and status of the land.

4.39 The history.

4.40 Appropriate ownership, use, control and management.

4.41 Legal and statutory considerations and processes.

4.42 Cultural values.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option	Option 2 - Status Quo	Option 3 - Reclassify and retain
Cost to Implement	Staff time to undertake the consultation, revoke the reserve status and undertake legal transfer.	Nil	Staff time to undertake the consultation, revoke the reserve status and undertake legal transfer.
Maintenance/Ongoing Costs	These are approx. \$2,000 p.a. and would represent a saving to council.	Nominal annual maintenance costs approx. \$2000 p.a.	Nominal annual maintenance costs approx. \$2000 p.a.
Funding Source	Parks budget	Parkes budget	Parks budget
Funding Availability	Parks budget	Parks budget	Parks budget
Impact on Rates	Nil	Nil	Nil

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

6.1 If the consultation process confirms that transfer is appropriate, there is risk associated with:

- DOC’s support for the revocation of reserve status. This is being managed through early discussions and engagement in the process. Indications from DOC staff are that they are in support of the proposal.

Legal Considerations Ngā Hiraunga ā-Ture

- 6.2 Statutory and/or delegated authority to undertake proposals in the report:
- 6.2.1 This report recommends that the Community Board notes significant issues for the Council's attention and makes recommendations to the Council to support the proposed process.
 - 6.2.2 The Council retains delegation to make the proposed resolutions recommended in the report, which will commence the process. If no objections are received, the recommended Council resolutions delegate to staff the necessary powers to give effect to the process.
 - 6.2.3 If objections are received as part of the revocation process, a Hearings Panel has delegation to consider submissions/objections (Delegations Register Part D Sub-Part 4 Council Hearings Panels). Staff are aware that there are likely to be parties interested in the issue who may make objections or submissions, however, it is anticipated that there will not be many objections/submissions. Given the cost and current scheduling limitations associated with raising a Hearings Panel, the Council can instead delegate the power to hear and determine submissions to the Community Board, who have the necessary knowledge and background of the site.
 - 6.2.4 Note that while the Community Board has a delegation to declare and change reserve *purposes*, they do not have the delegation to resolve to revoke reserve *statuses* (see Part D – Subpart 1 of the Delegations Register).
- 6.3 Other statutory and legal considerations are addressed below:
- 6.3.1 **Reserves Act 1977:** The reserve status revocation process as per section 24, which requires:
 - The Council, as administering body of the reserve, considers that the reserve status should be revoked. The reasons for this must be stated in the resolution (s 24(1)(b)).
 - The Council notifies the “Commissioner”, who is a staff member of DOC who has been delegated authority to consider status revocations. The Commissioner must then in turn notify the revocation in the Gazette (s 24(1)).
 - The Council publicly notifies the proposed revocation using the prescribed notification process: ss 24(2)(b) and 119. Any person claiming to be affected is given the opportunity to object. The timeframe for objections is 1 month from notification. The Council then must consider the objections and resolve whether to continue with the revocation and provide the objections and resolution to the Commissioner (s 24(2)(c)).
 - The Minister for Conservation must then consider the proposed revocation, objections, and resolution of the Council (s 24(e)).

Further consideration has been given to the different considerations/limitations which apply when revoking the reserve status of reserves of different purposes. The property was designated as a “public purpose reserve”. This is not a recognised purpose in the Reserves Act, so it is assumed for the purposes of the recommended process that there is no designated purpose. However, if we are wrong and a “public purpose” reserve is the same as a “local purpose” reserve under the Reserves Act, then the requirements are the same. Note in particular s 24(7) which provides that the s 24(2) process does not apply to local purpose reserves unless the reserve is vested in the Council pursuant to various historic legislation – this reserve was vested in the Council pursuant to one of those pieces of legislation (s 24(7)) – i.e. the s 24(2) process listed above does apply.

Section 25 of the Reserves Act 1977 prescribes that where a reserve's status is revoked, the land must pass to the Crown if the land originally derived title from the Crown. This section does not apply because the Council's ownership of the property in this case is not "deriving title from the Crown". Section 25(4) provides that the title is not derived from the Crown where it was acquired by the Crown under section 13 of the Land Subdivision Counties Act 1946, but later vested in the relevant council – in the case, a precursor to the Council, the Council of Mount Herbert by s 44 of the Counties Amendment Act 1961 and Gazette Notice 570897 in 1962.

6.3.2 Local Government Act 2002:

- In accordance with s 78 LGA, the proposed consultation and reserve status revocation process will enable the Council to consider the views and preferences of affected/interested parties and is proportionate to determination of the level of significance of this issue.
- This report otherwise meets the Council's decision-making requirements under ss 78-82A of the Act, including consideration reasonably practicable options and Māori contribution to the decision-making process.
- If the consultation process determines that transfer is appropriate, there are restrictions on the Council disposing of property that has been endowed upon it under s 140 LGA. In order to do so, the Council must satisfy itself that the proceeds of sale will be put to a use that is consistent with the original endowment of the property to the Council and the Council has made attempts to notify, and provide opportunity to comment, to the donor of the property or her successor. The Council must also notify the Minister of Land Information and the Minister in Charge of Waitangi Negotiations (s 141(c)).

6.3.3 Public Works Act 1981 - Section 40

- Section 40 of the Public Works Act (PWA) requires that where land is held by the Council for a public work and it is no longer required for that public work, or any other public work, then, subject to certain exceptions, the land must be "offered back" at market value to the person from whom it was acquired, or their successor, or where it was Crown derived and therefore would be required to be returned to the Crown.
- This matter has been researched and it has been determined that the land is not held for a public work within the definition of the Public Works Act 1981. There is therefore no offer back obligation under the Public Works Act 1981.

6.4 This report has been reviewed by the councils Legal Services Unit.

Strategy and Policy Considerations Te Whai Kaupapa here

6.5 The required decisions align with the [Christchurch City Council's Strategic Framework](#). In particular the proposal meets the framework objectives of:

6.5.1 The Community outcomes - which show a clear alignment to the four aspects of wellbeing as set out in the LGA (economic, cultural, social, environmental) and Te Tiriti partnership.

6.6 The proposal and matter considered in this report are assessed as medium significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the local nature of the matter. The relatively small population of potentially affected parties and geographically constrained area. The Property is of high cultural and historic significance to Ngāti Wheke.

- 6.7 The proposal is consistent with Council's **Plans and Policies**.
- 6.8 This is not a planned activity/project although it has been a topic of concern and conversation for years. It is fortuitous that a unique opportunity has now evolved through the relationship and conversations to resolve this long outstanding issue in a mutually beneficial way.
- 6.9 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):
- 6.10 Internal Services – Activity: Facilities, Property and Planning
- Level of Service: 13.4.10 Acquisition of property right projects, e.g. easements, leases and land assets to meet LTP funded projects and activities. - At least 90% projects delivered to agreed timeframes per annum
 - That is to provide property solutions on a project basis that service the Council to achieve its strategic objectives while also safeguarding the Council in terms of compliance in a balanced and considered way.

Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.11 The considerations in this report have evolved from conversations with Ngāti Wheke whose views are set out in this report and in their letter to the Chief Executive in **Attachment E**. Some other community views/preferences/concerns were raised through the community drop-in session on 7 April 2018 around public access, ongoing maintenance, and whether reclassification as a historic reserve was appropriate.
- 6.12 The current community views and preferences will be established through the Reserves Act and Council engagement processes set out in this report.
- 6.13 The decision affects Te Pātaka o Rākaihautū Banks Peninsula Community Board and this report seeks the Community Boards recommendations to the Council.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.14 The decisions involve a significant decision in relation to ancestral land, a body of water or other elements of intrinsic value, therefore this decision does specifically impact Mana Whenua, their culture, and traditions.
- 6.15 The decision involves a matter of interest to Mana Whenua and could impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.
- 6.16 This proposal has been developed in collaboration with Ngāti Wheke to rectify the inappropriate use, control and management of the site, and to ensure compliance with the partnership priorities. The contents, actions and decisions are supported by Ngāti Wheke.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.17 The decisions in this report are likely to:
- 6.17.1 Contribute positively to adaptation to the impacts of climate change by empowering Ngāti Wheke as owner of this significant site to facilitate the appropriate adaptation of the site to climate effects. This is in accordance with Kia tūroa te Ao | Ōtautahi Christchurch Climate Resilience Strategy principles including:
- Principle 1: Honour Te Tiriti by actively protecting Māori interests and engaging on climate issues,
 - Goal 2: Understanding and preparing for impacts by empowering Ngāti Wheke,
 - Goal 4: We are guardians of our environment and taonga by empowering Ngāti Wheke as kaitiaki of the site.















- Programme 1: Building foundations – Partnership and Resourcing – Implementing a ‘just transition lens’ for use across all programmes by supporting the active management by the appropriate kaitiaki of land and taonga most vulnerable to climate change.

6.17.2 Have no impact on emissions reductions initiatives.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 If the Community Board and Council agree to the recommendations in this report, staff will commence the consultation process to consider revocation of the reserve status and transfer ownership to Ngāti Wheke.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Attachment A Engagement Outline	24/1274351	74
B  	Attachment B - Site and location map	18/326860	75
C  	Attachment C Purau Urupa	18/322572	76
D  	Attahcment D Tiemi Nohomutu II - Ngāti Wheke	18/322574	79
E  	Attachment E Letter of request from Ngāti Wheke	24/1234552	81
F  	Attachment G Process Plan	24/1115309	84
G  	Attachment H Public Space Plan	24/1234920	87

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Authors	Angus Smith - Manager Property Consultancy Libby Elvidge - Principal Advisor Citizens & Community Will Wijnveld - Associate Legal Counsel Sophie Meares - Senior Legal Counsel
Approved By	Paul Devlin - Head Ranger Port Hills & Banks Peninsula Rupert Bool - Acting Head of Parks Andrew Rutledge - Acting General Manager Citizens and Community

Attachment A: 177 Pūrau Avenue return by way of transfer to Ngāti Wheke



Engagement outline

Reference 24/125674

Presenter(s): Claire Fletcher, Senior Engagement Adviser

1. Summary

- 1.1 Engagement is directed by the Reserves Act 1977(Section 177) and the Local Government Act 2002 (Section 78).
- 1.2 The Reserves Act 1977 states that “every person claiming to be affected by the proposed change of classification or purpose or revocation shall have a right of objection” and be provided 30 days to respond.
- 1.3 The Local Government Act states that “A local authority must, in the course of its decision-making process in relation to a matter, give consideration to the views and preferences of persons likely to be affected by, or to have an interest in, the matter”.
- 1.4 A hearings panel will also be required to review all feedback and hear the views of all parties who wish to speak to their submissions to the panel.
- 1.5 The Rūnanga and community affected by this proposal are Te Hapu o Ngāti Wheke and the residents of Pūrau.
- 1.6 In addition the Diamond Harbour Reserves Committee have an interest in the proposal as Council staff have committed to inform them of any plans for a number of current reserve plots in the area.
- 1.7 Council staff have been meeting regularly with Te Hapu o Ngāti Wheke to gather their views.
- 1.8 Community conversations about the proposal did take place in 2018 before the project was paused. Staff have reviewed the feedback from that time and will incorporate information into the engagement to cover previous queries from the community.

2. Recommendations

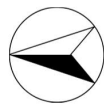
1. Staff will carry out the following engagement tactics to gather the views of Pūrau residents and the Diamond Harbour Reserves Committee:
 - a. Public notice in the local paper
 - b. Direct mailer and leaflet drops to homeowners and households
 - c. Emails to previous participants of the 2018 early engagement
 - d. Request attendance at the Pūrau Residents Group meeting
 - e. Request attendance at the Diamond Harbour Reserves Committee meeting
 - f. Consultation page on ‘Korero Mai Lets Talk’ website
- 2.1 On completion of the engagement process staff will provide a report of the feedback findings to the hearings panel for consideration and report the findings to participants.

Signatories

Authors	Claire Fletcher, Senior Engagement Advisor
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Purau

Landbase
Street Number
Park Name
Road Name
Park
Park (Fill)
Park (No Fill)
Aerial Photo 2016
Aerial Photo 2016 CC 5
Aerial Photo 2016 BP 6
Aerial Photo 2016 4
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PŪRAU URUPĀ

D157: Pūrau urupā. Updated: 29 January 2018.

Proposal:

To transfer ownership and management of the Pūrau Ngāi Tahu burial ground, Reserve 4622, from Christchurch City Council (CCC) to being a reserve under *Te Ture Whenua Māori Act 1993*, and managed by the Rāpaki Trustees.¹

At least 11 burials have been indicated in Pūrau Reserve 4622, 177 Pūrau Drive.² As far as is known, they are all Ngāi Tahu and may be either casualties of the 1826 conflict at Rāpapa³, or former residents of Pūrau. In the 1857 Census there were 12 Ngāi Tahu of the Ngāti Te Rakiwhakaputa hapū resident in Pūrau⁴. One of the burials is identified by a headstone for Tiemi Nohomutu who died in 1850. (qv separate brief biography of Tiemi Nohomutu).

CCC lists responsibility for 27 cemeteries in the City⁵. This includes cemeteries at Diamond Harbour and Port Levy, but not Pūrau. Reserve 4622 is zoned as a Recreation Reserve.⁶

Papatipū Rūnanga typically have retained ownership and management of urupā for whānau, hapū and iwi members within their takiwa. Ōnuku, Wairewa, Taumutu and Koukourārata each have responsibility for their own urupā. Similarly Rāpaki has 2 in Rāpaki and 1 in Taukahara.

Under *Te Ture Whenua Māori Act 1993*, Trustees are regularly nominated (usually elected) by members of their Rūnanga and then proposed for appointment by the Māori Land Court.⁷ Such Trustees have management responsibilities for their urupā.

Pūrau is a special situation because for 100 years the mana whenua, Rāpaki, has sought, unsuccessfully, kaitiaki to protect the koiwi known to lie in Pūrau.

When Native Reserve 876 Pūrau was sold in 1914, one of the terms of sale was “Purchaser agrees to fence in and keep fenced the graves on the land.”⁸ The next year, the County Clerk of Mt Herbert County Council (MtHCC), wrote to the Minister of Native Lands requesting control of the “Native Cemetery (say ¼ acre) so it may be fenced and planted with native shrubs and thus conserved.”⁹

For the next 35 years several such requests fell on deaf ears. Then in 1950 the land owner proposed a subdivision of the 9 acres. One of the conditions of approval was the establishment of a specific ¼ acre section which “should be shown as ‘Public Reserve’”.¹⁰

Interestingly, there was local support for Māori control of the section by the landowner¹¹. and MtHCC.¹² But not in Wellington.

Another 10 years went by and there were further attempts, but Wellington obviously felt threatened by Armageddon.¹³ The NZ Commissioner of Crown Lands said, “There could be a wholesale demand to return to Māori control all ancestral graves if we establish a precedent here”!¹⁴ He was obviously under some pressure from the North Canterbury Historic Places Trust and so suggested “the following possibilities to improve the present administration of [the reserve]”. a) vest in Māori Trustee (*Maori Affairs Act*); b) change purpose to cemetery and

appoint County Council as Cemetery Trustees (*Health Act*); c) appoint the National Historic Places Trust to control and change as Historic Reserve (*Reserves and Domains Act*); or d) appoint a special board of up to 9 members to control and manage.”¹⁵ There is no suggestion that local Māori manage their own urupā. The closest is the last option which draws a hand-written note, “Avoid this at all costs”.

Eventually in 1961 the section was “vested in His Majesty the King as a public reserve.”¹⁶ The following year it is Gazetted and ‘Public reserve’ interpreted as “Recreation Reserve”.¹⁷ Another 27 years of MtHCC follow during which time Rāpaki tried the elected representative route. 4 different Rāpaki residents were variously elected as Councillors¹⁸. They too were unsuccessful.

For the next 17 years (1989 to 2006), Pūrau’s local government was Banks Peninsula District Council (BPDC). In March 2006 when BPDC was amalgamated, CCC inherited the proposed BPDC District Planning Zoning for 177 Pūrau Drive as, RV – Recreation Reserve. Not CR – Conservation Reserve, not C – Cemetery.¹⁹

December 2008, the Chair of the Community Board contacted Rāpaki representatives querying the appropriateness of holding the “...big picnic [on 177 Pūrau Drive] called the ‘Pūrau Long Lunch’, with tents, and BBQs, tables and chairs, games and local performers etc..” in a Māori burial ground.

Shortly after, CCC proposed a quite detailed Pūrau Bay Landscape Development Plan²⁰. eg a proposed ‘Pūrau Māori Reserve’ sign is indicated for Reserve 4622. Also, a note: “Existing memorial to be retained.” Presumably the option of removing Nohomutu’s headstone was considered. 70% of the 39 respondents, including Rāpaki, did not support the proposed Plan which was then put on hold.

Rāpaki asked for further inquiries and discussion regarding the Reserve including a sub-surface geomagnetic archaeological study to locate probable burials.²¹ This was done²². Rāpaki and CCC agreed to a Cultural Values Report by Mahaanui Kurataiao.²³

December 2017 CCC and Rāpaki agreed on a schedule for the transfer of Reserve 4622 from CCC to Rāpaki.²⁴

Comment:

This a sad story of a century of ignoring the fundamental and basic use of this section and indulging in a variety of activities which are contrary to the values of the mana whenua who have tried to exercise their kaitiaki responsibilities for those buried there. There is now an opportunity to resolve this issue by transferring the reserve from local government to mana whenua.

We hope it will be supported by all those with an interest in this matter.

References:

- Hans-Dieter Bader (2009), 'Archaeological Geomagnetic Report, Purau Bay, Christchurch'.
Unpublished report prepared for Christchurch City Council.
- Mahaanui Kurataiao (2017), *Cultural Values Report: Pūrau Bay / Whakaraupō*. 34pp.
- R Te Maire Tau, and Atholl J Anderson, (2008) *Ngai Tahu: A Migration History – the Carrington Text*. 272pp.

End notes:

1. Te Hapū o Ngāti Wheke (Rūnanga of Rāpaki). Resolution passed 10 December 2017.
2. H-D Bader (2009) 'Archaeological Geomagnetic Report, Purau Bay, Christchurch'. p.13
3. Te M Tau and A Anderson (2008) p.167.
4. 1857 Census. Canterbury Provincial Government, Provincial Sec. Native Affairs. CP322a/15.
5. CCC website
6. CCC Reserve 4622, Recreation Reserve
7. *Te Ture Whenua Māori Act 1993 s222*. Trustees.
8. 18 SIMB p.258 [Māori Land Court – Te Wai Pounamu 1914]
9. WA Carpenter, Correspondence 26 June 1915 to Minister of Native Lands.
10. RG Dick, Surveyor-General Corresp. 20 March 1950 to Chief Surveyor, Christchurch.
11. HH Gardiner in Ropiha, Under-Sec, Dept Māori Affairs 9 March to Dir-Gen of Lands
12. G Thomas, CC, MtHCC Correspondence 2 October 1950.
13. Armageddon: - a dramatic and catastrophic conflict, especially one seen as likely to destroy the world or the human race. Alternatively, it may have been simply racism – surely not possible!
14. Commissioner of Crown Lands, Correspondence 26 July 1961.
15. Idem Correspondence 5 August 1959.
16. Certificate of Title 534/78 22 November 1950.
17. *NZ Gazette* 2 January 1962 p.196.
18. GM Couch 1962-1974; ATR Couch 1975-1977; DFH Couch 1977-1980 and D Rhodes 1980-1989.
19. BPDC (2006) proposed District Plan – Zoning.
20. CCC (2008) Pūrau Bay Landscape Development Plan.
21. Donald Couch, Chair, Te Hapū o Ngāti Wheke, Correspondence 29 January 2009 to CCC.
22. H-D Bader (2009)
23. Mahaanui Kurataiao (2017), *Cultural Values Report: Pūrau Bay, Whakaraupō*. p.3
24. CCC (per Megan Carpenter), Correspondence 7 December 2017, re process
“...to restore ownership of this land parcel to Te Hapū o Ngāti Wheke..”

TIEMI NOHOMUTU

D157: Tiemi Nohomutu II. Updated: 26 January 2017.

Teimi Nohomutu was a leader of Ngāi Tahu in Whakaraupō during the 1830s and 1840s.

His whakapapa is from Rāpaki's Kati Kurii (Ngāi Tahu) founder Te Rakiwhakaputa and Te Kuku through their son Wheke and then his son Te Ihu who with Moinana were Tiemi's parents.¹ Tiemi identified his Hapū as Ngāti Te Rakiwhakaputa.

Probably born in the 18th century,² as a mature, committed Ngāi Tahu man, Tiemi Nohomutu was almost certainly a participant in the Kai Huanga conflicts of the 1820s. Similarly, in the subsequent battles with Ngāti Toa and their northern iwi allies. Like fellow warrior chief Tangatahara, he may have been briefly captured - then escaped.³ Following the 1832 disasters at Kaiapoi and Onawe, Nohomutu is listed as one of the leaders of the 1833 Tauaiti (small war party) or Oraumoaiti (Fighting Bay) of 340 Ngāi Tahu men who left Whakaraupō in 6 double waka-taua to seek utu on Te Rauparaha and his allies at Waiharakeke (Flaxbourne) and Paruparu (near Lake Grassmere).⁴ This they did. Te Rauparaha had two lucky escapes with his life there and didn't again attack Ngāi Tahu. But, one of his allies did – Te Pūoho of Ngāti Tama lead 100 men down the West Coast crossing through Haast to the Maitara until they were defeated by Ngāi Tahu at Tuturau in 1836.⁵

The 1830s were a time of dislocation and severe Ngāi Tahu population loss because of conflict, war and measles. Then came the Treaty of Waitangi, land leases and sales and colonization.

But first, the French at Akaroa who produced different understandings and complicated negotiations for land. ⁶ Nohomutu was present as one of the “four high chiefs of Port Cooper and Port Levy”. His name and moko are to be found on Jean François Langlois' land purchase documents of 1838 and 1840.⁷

Following the arrival in Akaroa of the 57 French and German settlers in August 1840, several Catholic missionaries arrived, including Fr Comte, whose specific task was ‘to evangelise the Māori’. He appears to have baptised most of the Māori living on Banks Peninsula – including Tiemi Nohomutu. ⁸ The conversions may have been ‘more apparent than real’, although the 1857 Census subsequently lists all 12 of Nohomutu's hapū resident in Pūrau as Catholic.⁹

Tiemi Nohomutu is listed in an 1841 Census of Port Cooper.¹⁰ In 1844, Edward Shortland refers to sailing in Nohomutu's boat in Port Levy and Port Cooper. ¹¹

The first land agreement between Ngāi Tahu and Colonists was on 1 October 1846, the Greenwood/ Rhodes leases with Pūrau Ngāi Tahu.¹² Nohomutu was the lead signatory there as well as on the Port Cooper / Whakaraupō deed of August 1849. ¹³ He also signed the Deans (Putaringamotu/ Riccarton) Lease in 1846,¹⁴ but did not sign Kemp's Deed. ¹⁵

Tiemi Nohomutu died in 1850 and as a resident is buried in Pūrau where his headstone may be seen today. He had married Hinetuhi / Hinetutu. They had one daughter Te Kohuwai who married Paora Taki and they in turn had one daughter - Ngaroimata (Wikitoria).

The Port Cooper Deed August 1849 proposed setting aside lands in Pūrau for local Ngāi Tahu residents – when the rest was sold for Colonial Settlement and use.¹⁶ In 1870 this received formal recognition as a Crown Reserve which set aside 9 acres and established Native Reserve 876 Pūrau.¹⁷ This was not awarded to the hapū but rather to an individual - Ngaroimata (Wikitoria) (Tiemi Nohomutu's granddaughter). She had no descendants and willed it to Rahera Muriwai Uru (no whanau relationship), who Succeeded to Wikitoria in 1913 and despite Native Land restrictions, was able in 1914 to find a way to sell the 9 acres to a local farmer's wife for £360.¹⁸

And so this disastrous process resulted in Ngāi Tahu land rights in Pūrau being extinguished.

Tiemi Nohomutu's contemporaries included: Te Whakarukeruke, Taununu (d. 1832), Iwikau (d. 1845) and Tangatahara d. 1847).

A ridge west of Te Poho o Tamatea is named Nohomutu after Tiemi Nohomutu, but he is not depicted with a pou in the Rāpaki whare *Wheke*. He is not listed in the Ngāi Tahu Blue Book despite being alive in 1848, because after his mokopuna Wikitoria, there were no further descendants in his line. Nor is he included in any of the recognised Biography publications which include Ngāi Tahu eg Te Ara Encyclopedia of NZ. (1998); Dictionary of NZ Biography (1990, 1993, 2000) or Ngā Tāngata Ngāi Tahu. (2017). Notwithstanding, he was undoubtedly a rangatira.

References:

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End notes:

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2. In 1841 Fr Comte gave Nohomutu's age as 'about 50'. Baptism and Marriage records.
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8. Tremewan (2010) 253.
9. 1857 Census.
10. E Halswell, 'Port Levi or Kokorarata and Port Cooper. Names of Mauries Residents',
Appendix D. Minutes of Evidence Committee..*British Parl. Papers* 1847-8 (46) 30-31.40.
11. Edward Shortland, *Southern Districts* pp 258-9, 289.
12. Evison (1993) 221-222.
13. Evison (2006) 133-134.
14. J Andersen (1949), *Old Christchurch* 11-12.
15. Evison (2006) 125.
16. Plan of Native Reserve No.1 Purau Port Cooper 1849.
17. Crown Grant Deed 5021 11 April 1870.
18. Conveyance 116117 Uru to Gardiner 18 March 1914.



Te Hapū o
Ngāti Wheke
RĀPAKI

- Waea - (03) 328 9415
- Imera - rapaki@ngaitahu.iwi.nz
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- Postal Address - PO Box 107, Lyttelton

10 July 2024

To: Mary Richardson, CEO, Christchurch City Council (mary.richardson@ccc.govt.nz)

CC: Jo Macpherson Director Regional Operations Eastern South Island, Department of Conservation (jmacpherson@doc.govt.nz)

Tēnā koe Mary

Re: Reserve 4622, Pūrau

Our request

Te Hapū o Ngāti Wheke (Ngāti Wheke) request that Christchurch City Council initiate a process to revoke the reserve status of Reserve 4622, Pūrau to enable the return of the site to Ngāti Wheke for setting aside as a Māori Reservation (urupā) under Te Ture Whenua Māori Act 1993.

Background to this kaupapa

Reserve 4622 (Pūrau Māori Reserve) is a 1381m² section located at 177 Pūrau Avenue, Pūrau. It is owned and administered by Christchurch City Council (Council) as a recreation reserve under the Reserves Act 1977. A map identifying the site is provided at Appendix A.

Reserve 4622 is an urupā (Ngāi Tahu burial ground). The rangatira Tiemi Nohomutu, a Pūrau resident and leading Ngāi Tahu rangatira during the first decades of colonist settlement in Whakaraupō, is interred in Reserve 4622 and a headstone identifies his burial site; other kōiwi are situated at various other parts of the Reserve. As mana whenua for the area Ngāti Wheke have an obligation to ensure the urupā and the kōiwi within it are treated with utmost respect.

As evidenced by the chronology of the history of Reserve 4622 provided in Appendix B, Ngāti Wheke have long sought the return of the Pūrau urupā. Ngāti Wheke have responsibility for their urupā in Rāpaki and Taukahara and seek the same for Pūrau.

Why the reserve status of Reserve 4622 must be revoked

The continued classification and use of Pūrau urupā for recreational purposes is unacceptable to Ngāti Wheke. The current status of this land does not recognise or protect the urupā or its historic and cultural significance. There is no ability to impose conditions or restrictions on the use of the site for recreational purposes or to put in place measures to protect the urupā.

The revocation of the reserve status of Reserve 4622 will enable the site to be returned to Ngāti Wheke and set aside as a Māori Reservation (urupā). This will ensure the appropriate protection and management of this scared (tapu) site.

Section 24 of the Reserves Act 1977 details the legislative process for the revocation of reserves. Ngāti Wheke seeks that the Council initiates this process as a matter of urgency including undertaking the required consultation with the Department of Conservation pursuant to section 24(1)(b) of the Act. The Department of Conservation has confirmed its 'in principle' support for the revocation of reserve status for this land to enable it to be returned to Ngāti Wheke.

Ngāti Wheke acknowledge the requirement to publicly notify the proposed revocation of the reserve and wish to work alongside and in partnership with the Council through this step of the process.

Return of the land to Ngāti Wheke

The return of this land to Ngāti Wheke would return the urupā into the hands of the people who can best look after it, protect the significant historic and cultural values and strengthen our partnership with the Council.

The intention is to apply to the Māori Land Court to have the site set aside as a Māori Reservation (urupā) under Te Ture Whenua Māori Act 1993. This would appropriately recognise the significance of the site and empower Ngāti Wheke to exercise kaitiaki responsibilities.

As provided for in the Māori Reservations Regulations 1994, once the site is set aside as a Māori Reservation, the trustees will be empowered to install signage identifying the site as a urupā and the particulars of activities that may or may not be undertaken on the site. Appropriate fencing will also likely be installed to prevent vehicle access on to the site.

Given the above and the immense cultural and historical significance of the site, Ngāti Wheke consider that the land should be returned at no cost. The return of this land is intended to address concerns of cultural, rather than economic, significance to Ngāti Wheke and resolve a long-standing grievance as to the alienation, use, and management of the site by the Crown and its agents. The notion that a market value could or should be ascribed to this land is deeply problematic.

Council's Treaty of Waitangi obligations

As an administering body the Council derives its authority over Reserve 4622 from the Reserves Act 1977. Accordingly, in exercising powers and functions under the Act, the Council must comply with the requirements of section 4 of the Conservation Act 1987 (Section 4).

Section 4 requires the Council to give effect to the principles of the Treaty of Waitangi in the interpretation and administration of the Act. A principle of particular relevance to this kaupapa is the principle of active protection which requires the Council to actively protect Māori rights and interests. The duty of active protection requires the Council to take especially vigorous action where such interests are vulnerable and threatened.

Concluding comments

For over 100 years Ngāti Wheke have unsuccessfully sought legal protection for the kōiwi buried in Reserve 4622. There is an opportunity to finally resolve this long-standing issue and return the urupā to mana whenua.

Ngāti Wheke remain committed to this kaupapa and seeks active engagement and support from the Council to secure the appropriate protection and management of Pūrau urupā.

Ngā haku noa, nā



Mishele Radford

Chair - Te Hapū o Ngāti Wheke Inc

Item 10

Attachment E

Step	Target Date	Action
1	Complete	Understand the nature of the land, how it is derived and held along with what statutory processes are applicable and need to be managed and complied with. <ul style="list-style-type: none"> Since the meeting on Tue 11 June, we are fully satisfied the land is not Crown derived and that revocation would result in council ownership unfettered in terms of future dealings. Other statutory requirements and processes are summarised in the report section below.
2	Complete	Get an opinion on whether there is a PWA section 40 offer back obligation and to whom. <ul style="list-style-type: none"> LSU advise there is none.
3	Complete	If there is an offer back obligation regroup to assess and understand the process and risk associated with the offer back obligation. Make a decision on next steps. <ul style="list-style-type: none"> Propose a meeting 19/6 – 28/6. I'll set up one meeting to deal with this and the next step. N/A
4	28/6/2024 – Outline developed.	Meeting to consider and determine consultation process. <ul style="list-style-type: none"> Propose a meeting 19/6 – 28/6 refer above. Scope, scale, reach, messaging and methodology. This will also need to consider the prospect of consultation over the foreshore project happening at the same time.
5	12/7/2024 – This is fairly sorted and covered in the letter from Ngati Wheke to our CE 10/7	Negotiate and agree terms and conditions of transfer, reflected in a conditional sale and purchase agreement.
6	12/7/2024 Complete Ngati Wheke to our CE 10/7	Formalise Runanga approval. <i>Obviously, this is implicit but will be formally required for reference in the Community Board/Council report and the subsequent DOC revocation process.</i>
7	22/7/2024 15/7/2024 sign off – Complete	Community Board Briefing <ul style="list-style-type: none"> Purpose to give the Community Board a heads up, seek support and direction on the consultation.
8	24/7/2024	Finalise comms and engagement plan
9	26/7/2024	Internal sign off and cutoff date for the Community Board Agenda
10	12/8/2024 – Report Drafted being reviewed by key staff. 26/7/2024 sign off	Report to Community Board <ul style="list-style-type: none"> Strategy to get decisions and delegations to see the process end to end without further reporting, unless there are objections to be considered. To make certain delegated decisions: <ul style="list-style-type: none"> Approve the consultation and engagement process. To recommend to Council that it:

		<ul style="list-style-type: none"> ○ Approve the reserve revocation and commencement of that process. ○ Delegate the revocation process steps to staff. ○ Resolve to convene a Hearings Panel to hear any objections. ○ Resolve to deal unilaterally with Ngati Wheke over the transfer of the property. ○ Approve the terms and conditions of transfer. • Report needs to cover off the following statutory considerations: <ul style="list-style-type: none"> ○ Reserves Act 1977 - Section 24 Revocation, section 119 Notifications, Section 25(4) how the council holds the land and can therefore deal with it. ○ Local Government Act 2002 - Section 78 – 82 in particular views and preferences of affected parties & departure from policy to deal unilaterally. ○ Public Works Act Section 40
11	4/9/2024	The Community Board report goes to the Council for its decisions i.e. those above recommended from the Community Board.
12	20/9/2024	DOC process – consult with the Commissioner under section 24 (2) (b) Reserves Act 1977 <ul style="list-style-type: none"> • Seek straight after Council decision.
13	23/9/2024	Commence consultation: <ul style="list-style-type: none"> • DOC requirements – section 119 Reserves Act 1977 newspaper ad 30 day period for responses. • CCC requirements Local Government Act section 78 views and preferences of affected parties. This will be designed based on significance and engagement considerations but is likely to involve the same 30-day response period. <ul style="list-style-type: none"> ○ Site signage. ○ Letter box drops – targeted. ○ Stakeholder engagement. ○ Public comms. <p>As stated above this needs to be designed.</p>
14	23/10/2024	Close off consultation
		Outcome - Objections
15a	30/11/2024	Objections Heard - Hearings Panel as per Councils Delegations Register Part D – Subpart 4 - Councils Hearings Panels 7. Reserves Act 1977 sections 24 and 24A
	Dec 2024	Report Hearings Panel Decision to the Council <ul style="list-style-type: none"> • This could result in <ul style="list-style-type: none"> ○ The objections being sustained and the process ending in the status quo. ○ The objections being satisfied / set aside then the next step follows.
15b		Outcome – No objections
	1/11/2024	In the event of no objections being received or those received are satisfied then the application is filed with DOC to undertake the revocation.
16	DOC TBA?	DOC revocation process

17	10 working days after the revocation gazetted	Land transfer on already agreed and approved T&Cs
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Purau Public Space Plan



11. Akaroa Golf Club - Proposed Agreement to Lease

Reference Te Tohutoro: 24/440261

Responsible Officer(s) Te Felix Dawson, Leasing Consultant; Toby Chapman, Manager Urban
Pou Matua: Forest

Accountable ELT Andrew Rutledge, Acting General Manager Citizens and Community
Member Pouwhakarae:

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is to consider an application from the Akaroa Golf Club for a new ground lease for part of the Duvauchelle Showgrounds
- 1.2 The Akaroa Golf Club lease has been holding over since 2021. The club requires certainty of tenure to enable planning of course maintenance and development with certainty.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Akaroa Golf Club - Proposed Agreement to Lease Report.
2. Approve an Agreement to Lease land pursuant to pursuant to section 54 of the Reserves Act 1977, for a lease period of 33 years for an area of approximately 25.929ha of Duvauchelle Showgrounds being part of Pt Lot 13 DP 1887, CB7C/1117 marked A and shown on the plan described as **Attachment A** of this report.
3. Approve the Draft Development Plan for the course as shown in **Attachment B** of this report.
4. Approve removal and replacement of trees generally in accordance with the plan in **Attachment C** of this report subject to compliance with the Council 'Tree Policy'.
5. Delegate authority to the Manager Property Consultancy to conclude negotiations and administer the terms and conditions of the Agreement to Lease including completing the final Deed of Lease and ensuring requirements for mitigation planting for any tree removals are in place.
6. Note that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 The Akaroa Golf Club (the Club) has been operating at the Duvauchelle Showgrounds since 1967 and continues to function as a successful country style golf course. The previous lease has been holding over since 2021 pending discussions with Council staff regarding disposal of treated wastewater on site.
- 3.2 A draft Agreement to Lease has been agreed securing the interests of both parties: the Club continuing to operate with security of tenure, the Council disposing of treated wastewater primarily on the neighbouring property but with some disposal on site and access by the Council through the golf course as required.
- 3.3 An Agreement to Lease is proposed as an interim arrangement pending final design of earthworks associated with the Resource Consent to be applied for by the Council's Three

Waters team for drip feed disposal of treated wastewater. When the Resource Consent is received and conditions clear then the Lease will be completed.

- 3.4 This report also discusses the Club development plan with general approval sought and delegation to the Parks Manager for periodic removal of trees associated with the plan.

4. Background/Context Te Horopaki

The Property

- 4.1 Duvauchelle Showgrounds is located on 6047 Christchurch Akaroa Road. It is described as Pt Lot 13 DP 1887, CB7C/1117 and held as recreation reserve pursuant to the Reserves Act 1977.
- 4.2 Akaroa County Council bought the reserve in 1967 from the neighbour 'in trust' for the purpose of a golf course and the Club was formed soon after that time. The course was formed on part of the reserve which is made up of three blocks as shown below and marked A-C: The Golf Course is marked A, the Duvauchelle A&P Society showgrounds is marked B, a forestry block is marked C. Pawsons Stream and the Duvauchelle Showground Stream shown in blue run through the course. The Club operate a pavilion from their own land adjacent to the reserve at the top northeast corner on Pawson's Valley Road.

Figure 1



Akaroa Golf Club

- 4.3 The Akaroa Golf Club (the Club) has run a successful country style, eighteen-hole course since its inception. The Club has a growing membership with 269 current members. There is high level use in the summer and it is becoming increasingly popular as a destination course for visitors. Around six public tournaments are run on an annual basis which are also becoming popular. A secretary/manager and maintenance groundsman are employed.

The course includes 10 bridges over 2 streams, water storage and an irrigation system that has been developed and maintained by the Club community largely with volunteer labour and without expense or intervention from the Council. In recent years the Club and Council have developed a closer relationship initially with discussions over potential disposal of treated wastewater on site and more recently regarding maintenance of the streams

Pawsons Stream/ Duvauchelle Showground Stream

- 4.4 The Club has maintained the two streams (shown blue in **figure 1**) including stream bank flood mitigation with its own resources for several years. In 2022 following heavy rain the stream overflowed onto the course and the Council became aware of the need for increased flood mitigation measures. Maintenance of the waterway is a Council (Three Waters) obligation as landowner not to create nuisance and to control sediment discharge into the harbour. A stream bank development project has been established with re-design to protect stream banks against heavy rainfall in the future. The design is being prepared in conjunction with the Club and future maintenance obligations will be shared between the Club and Council. These have been set out in the proposed Agreement to Lease.

Disposal of Treated Wastewater Project

- 4.5 In around 2019 the Council started planning for the expiry of its resource consent to discharge treated wastewater into the Akaroa Harbour from the treatment plants in Akaroa and Duvauchelle. The option of discharging treated wastewater from the Duvauchelle plant onto the golf course in summer was considered and following community consultation, the Council decided in 2022 (**refer CNCL/2022/00114**) to proceed with design of a system and application for resource consent for disposal of treated wastewater on the golf course and neighbouring land by way of drip and spray irrigation.

Recent detailed studies have now concluded that the spray irrigation element of this option may no longer be feasible in terms of resource consent conditions or affordable. Staff have worked with the Club through this process and both parties are now largely in agreement not to pursue spray irrigation but to focus on drip irrigation on the block marked A on **Attachment D** with some irrigation on the course itself on the blocks shown X-Y. Drip irrigation as proposed will require some on course drainage work that will result in improved winter playing conditions for the course. The Agreement to Lease proposed in this report includes a drainage design that has been approved in principle by both parties subject to final conditions as required for the resource consent. A final decision on this general approach has yet to be confirmed by the Council and will be reported for decision following public consultation.

Course Development

- 4.6 In conjunction with on-site drainage work as discussed above the Club is seeking to continue development with a vision to be one of the most attractive country style courses in the country. Continued beautification is proposed with a draft development plan as shown in **Attachment B**. Development involves increased planting over the course generally with removal of existing aged pine, eucalyptus and willow in some areas and replacement by natives. A removal plan has been provided and is shown in **Attachment C**. Parks Unit staff support the approach which meets the requirements of the Council 'Tree Policy'. Refer paragraph 6.6.3 for discussion. The Club plans to progressively remove some aged trees and re-plant the course, and delegation to the Parks Manager is proposed in this report to enable consideration of requests for removal over time and to ensure that the re-planting requirements of the policy are met by the club. Prior to approval the Club will be required to provide detail in the prescribed form of the trees for removal and the proposed re-planting.

Ball strike Issues

- 4.7 Development of residential properties on the lower eastern boundaries has led to increased ball strike issues in recent years. The Club have reacted proactively repairing any damage as required and forming a sub-committee to develop options to address the issue. The result has been redirection of the 16th tee together with a planting plan including screening next to the tee and on the boundary to reduce and minimise strike likelihood and impact. The proposed modification was circulated to affected neighbours with no objection received. Refer paragraph 6.11 for summary of the consultation process.

4.8 The Club meets the Council's requirements as a suitable lessee

- Incorporated society
- Strong membership
- Historical use and investment on the site
- Financially sound

4.9 Key lease terms are:

- Land and Building lease, 25.929ha
- Lease term 33 years with no right of renewal
- Rent and outgoings calculated in on the basis of market rate \$5233.12 plus GST

4.10 The following related memos/information were circulated to the members of the meeting: nil

4.11 The following related information session/workshops have taken place for the members of the meeting: nil

Options Considered Ngā Kōwhiringa Whaiwhakaaro

4.12 The following reasonably practicable options were considered and are assessed in this report:

- Approve an Agreement to Lease - preferred option
- Approve a full lease

4.13 The following options were considered but ruled out:

- Do nothing

The Club lease expired in 2021 and has been holding over since that time pending decisions on disposal of treated wastewater on site. The Club has significant investment on site and insecurity of tenure has made it difficult to plan ongoing maintenance and development and/or club activities with certainty. To prolong this situation by doing nothing was untenable for the Club, refer risk analysis paragraph 6.1

- Not approve a lease and use the reserve for an alternative recreation purpose

Given that the reserve was purchased in trust for golf purposes and the Club continues to run a successful course this option was not considered further.

Options Descriptions Ngā Kōwhiringa

4.14 **Preferred Option:** Approve an Agreement to Lease.

4.14.1 **Option Description:** The Agreement to Lease contains as an attachment, a lease negotiated on all key terms. The lease is contained within the agreement and becomes operative when the terms are met. The specific terms of the agreement relate to the Environment Canterbury (ECan) resource consent required by the Council to discharge treated wastewater on site. The consent requirements can be reasonably anticipated in the resource consent application but until the final conditions are confirmed the Council needs the flexibility to modify the lease as required.

4.14.2 **Option Advantages**

- Creates flexibility to modify the lease as required when ECan resource consent is approved. Key lease terms have been agreed with club and are unlikely to change so creates reasonable certainty for the club

4.14.3 **Option Disadvantages**

- Less certainty for club than full lease

4.15 Approve a full lease

4.15.1 **Option Description:** Delegate authority to staff to negotiate and enter into a new lease with the Club

4.15.2 **Option Advantages**

- Maximum certainty for the Club.

4.15.3 **Option Disadvantages**

- Lack of flexibility for the Council

Analysis Criteria Ngā Paearu Wetekina

- 4.16 The options in terms of the lease were assessed taking into account lessee investment on the site and the need for certainty for ongoing operation as against Council requirements in terms of future wastewater disposal.

5. Financial Implications Ngā Hīraunga Rauemi

- 5.1 Cost to Implement - Preparation of lease and public advertising costs to be recovered from the tenant
- 5.2 Maintenance/Ongoing costs – tenant responsibility
- 5.3 Funding Source – operational funds

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 There are limited risks associated with the approval for an Agreement to Lease. The Club has been a long-term lessee and is a known quantity.
- 6.2 The proposal to undertake new planting and course development could involve some risk associated with the removal of established trees. The requirement for Parks approval of plans will ensure that proper processes are undertaken and mitigate the risk which is therefore assessed as low.
- 6.3 There is some reputational risk associated with the status quo or doing nothing. The Club lease has been holding over since 2021 which has left the Club in an uncertain position. The Club has also spent a large amount of time and resources considering Council proposals for disposal of treated wastewater on site. The change of approach regarding spray irrigation has led to frustrations within the Club. The reputational risk associated with lease uncertainty and frustrations around development will be mitigated through the certainty provided by the Agreement to Lease together with approval to undertake course development over time generally in accordance with the Club Development Plan contained in **Attachment B**.

Legal Considerations Ngā Hīraunga ā-Ture

- 6.4 Statutory and/or delegated authority to undertake proposals in the report:
- 6.4.1 Delegations Council Officers (Part B-sub Part 3-Other Matters- Head of Parks -para 20) applies generally to the Club development proposals
- “in consultation with other units affected, to authorise the following work on any tree from any reserve.”

- “planting and maintenance”

6.4.2 Delegations Parks (Part D-sub Part 1- Community Boards section 42) applies specially to removal of trees for re-planting

“To determine to plant, maintain and remove trees on reserves within the policy set by the Council and in accordance with this section”

6.4.3 Delegations Parks (Part D-sub Part 1- Community Boards section 54) Authority delegated from Council to Community Boards

“To grant leases of recreation reserves in accordance with this section”- section 54 Reserves Act 1977”

6.4.4 Reserves Act 1977-Lease entered pursuant to section 54 Reserves Act 1977.

6.5 Other Legal Implications:

The legal considerations are

6.5.1 Local Government Act 2002-Decision Making including consideration of community views

6.5.2 Reserves Act 1977, use consistent with recreation use classification, public notice pursuant to section 54

6.5.3 Minister of Conservation approval pursuant to delegation to CEO

Strategy and Policy Considerations Te Whai Kaupapa here

6.6 The required decision

6.6.1 Aligns with the [Christchurch City Council's Strategic Framework](#), in particular the strategic priority of reducing emissions by increasing the tree canopy.

6.6.2 The decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by considering the low number of people affected and the level of impact on those affected which is minimal due to no change in the current activity on the site. There is low cost to Council associated with entering into the lease.

6.6.3 Is consistent with Council's Plans and Policies

6.6.4 Tree Policy: Parks Unit staff have assessed the site and support the proposal outlined in **Attachment C**. Staff consider as per paragraph 4.7 of the 'Tree Policy' in regard to the cost of tree loss against the benefit of retaining the trees that in this case replacement of aging exotics with natives (in accordance paragraph 1.9 of the Tree Policy with replacement of two for one, with the canopy replaced within 20 years), will result in increased overall community benefit.

6.6.5 Property Leasing Policy: - dealing unilaterally with incumbent tenant where there is only one logical tenant including not-for-profit organisations particularly sports clubs on reserves applies in this case.

6.6.6 Sports Leases Charging Policy

6.7 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):

6.8 Citizens and communities

6.8.1 Activity: Recreation, Sports, Community Arts and Events

- Level of Service: 7.0.3.2 Support citizen and partner organisations to develop, promote and deliver recreation and sport in Christchurch - 80% satisfaction with the quality of Council recreation and sport support

Community Impacts and Views Ngā Mariu ā-Hāpori

6.9 Initial community engagement regarding the lease involved a public notice in the Press and Akaroa Mail on 2 July 2023, placement of flier to local notice board to reach local residents and notification in the public notices of the Council website on 6 July 2023. No responses were received. A further engagement with residents on the east boundary was undertaken on 31 May 2024. This was an update on the plans for a new lease but also specifically dealing with the issue of ball strike, refer **Attachment E** of this report. No responses were received.

Staff consider that this is sufficient consideration of community views taking into account the significance of the decision proposed and the fact the proposal does not change the type or level of activity.

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

6.10.1 Te Pātaka o Rākaihautū- Banks Peninsula.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

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

6.12 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities although it was noted that the area is contained within the broader area attached to a silent file associated specifically with the Onawe Peninsula .

6.13 The proposal was forwarded to Mahaanui Kurataio for comment on 6 June 2023 and they responded that there were no issues.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

6.15 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.











6.16 The proposal to enter into a new lease for an existing use does not have an impact on climate change as there is limited carbon footprint associated with leasing itself and there is no change to current emissions.

6.17 In terms of the activities associated with the lease: the club encourages local community involvement and in that sense the carbon associated with travel is low, although this should balance against visitors travelling to the site. The development plans proposed will generally be carbon positive in that removal of trees will involve replacement of two for one with likely increase in tree canopy.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 Finalise terms and execute Agreement to Lease.
- 7.2 Approve course development over time.

Attachments Ngā Tāpirihanga

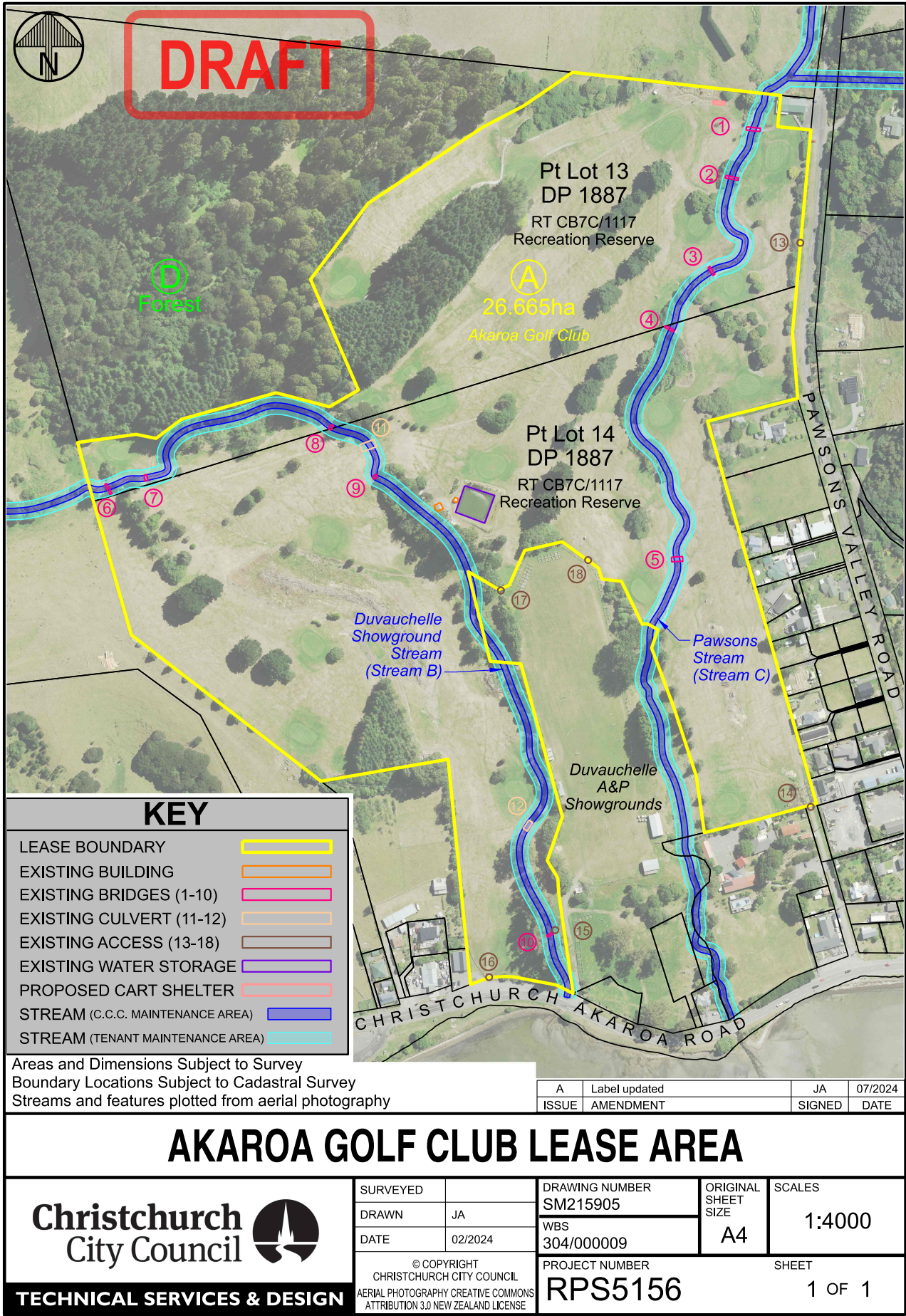
No.	Title	Reference	Page
A  	Attachment A - Lease Plan-Draft	24/1258064	97
B  	Attachment B - Development Plan	24/1243353	98
C  	Attachment C - Tree Management Plan	24/1243346	100
D  	Attachment D - Drainage Plan	24/1243360	102
E  	Attachment E - Ball Strike- engagement with neighbours	24/1245932	104

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Felix Dawson - Leasing Consultant
Approved By	Kathy Jarden - Team Leader Leasing Consultancy Angus Smith - Manager Property Consultancy Al Hardy - Manager Community Parks Rupert Bool - Acting Head of Parks





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Tree Management/Removal Plans for the Akaroa Golf Course

The Akaroa Golf Club Management Committee has an overall vision for the course to be one of the most attractive country style golf courses in the country. The course is already highly regarded by virtue of its location and existing infrastructure but the club wishes to continue with the beautification of the golf course by replacing exotic trees with native species.

This will proceed generally in accordance with the Golf Course Development Concept Plans, prepared for the Christchurch City Council by Nic Kay, to account for both storm-water management and treated waste water application via irrigation.

The plan requires existing trees of prominence to be retained, particularly current existing native species, and some exotic trees that provide delineation of fairways and player protection from wayward hit golf balls.

However, there are existing pine, eucalyptus and willow trees that are old, maybe dangerous or are in the wrong place for proposed stream protection and/or drainage work plans and these should be removed and replaced with native species

- Trees which can be expected to be removed over time are identified in the attached Akaroa Golf Club Lease Area.

Purple - aged pine trees

Teal blue - eucalyptus

Fawn - willows

This communication does not attempt to comment on the two proposed forest harvesting plans which are covered by a separate report.

Ken Elliott,

President, Akaroa Golf Club



AKAROA GOLF CLUB LEASE AREA					
<div>Christchurch City Council</div> <div>TECHNICAL SERVICES & DESIGN</div>	SURVEYED		DRAWING NUMBER	ORIGINAL SHEET SIZE	SCALES
	DRAWN	JA	SM215901	A4	1:4000
	DATE	04/2023	WBS		
	© COPYRIGHT CHRISTCHURCH CITY COUNCIL AERIAL PHOTOGRAPHY CREATIVE COMMONS ATTRIBUTION 3.0 NEW ZEALAND LICENSE		304/000009	PROJECT NUMBER	SHEET
			RPS5156		1 OF 1



The Akaroa Golf Club Inc.

77 Pawsons Valley Road
Duvauchelle
P.O. Box 42
Akaroa 7542
Banks Peninsula

T: 03 304 5704
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10 May 2024

Dear Resident of Pawsons Valley Road

Proposed work 16th Hole Akaroa Golf Club

Firstly, thank-you our neighbours for your patience and understanding over the last couple of months as we have trialled possible course changes to the 16th fairway. We have had discussions with a number of golf clubs who have experienced similar problems and have drawn on their successful outcomes to influence our plans. In addition we have consulted with our landlord, the Christchurch City Council.

The 16th fairway has remained essentially unchanged since the establishment of the Akaroa Golf Club at the Duvauchelle location more than 60-years ago. However, because of a recent sub-division and subsequent building of new houses, we have received a complaint about the frequency of golf balls being hit across the boundary fence.

The Akaroa Golf Club recognises the issue and is looking at changes it can make to minimise the problem.

The longer-established houses have protection by well-established hedges (2 properties), 2 metre high wooden palled fences (2 properties), or low fences relying on established trees to stop the flight of misdirected balls. A golf club historian has confirmed that the hedges which are on golf club land have been there since the time of the course establishment. The timber-palld fences have been built by the property owners. The established trees have resulted from a combination of Akaroa Golf Club and neighbour plantings.

In January 2024, the Akaroa Golf Club appointed a sub-committee to find a suitable mitigation outcome. It is from the workings of this sub-committee that changes will be made, some work of which has already commenced.

The list of mitigation work which we are reviewing is:

- Repositioning the 16th tee-block further to the East.
- Reshaping the 16th fairway so that play is directed away from houses.
- Planting screening trees on the housing boundary side of the tee-block.
- Installing a tee-block wire netting screening fence to stop miss-angled tee shots potentially heading directly toward neighbouring houses.



- Moving the out of bounds (OB) marker pegs in towards the golf course away from the actual boundary fence line.
- Planting between the OB pegs and affected boundaries to stop bouncing balls.
- Installing warning signs.
- Educating players on high-risk areas.
- Keeping an incident / complaint log recording.
- Discussions with neighbours on the benefit of solid 2.0m high paling fences along their boundaries.

Essentially the construction changes involve ensuring tee-shots are aimed away from houses. They will be directed to a new landing zone approximately 20 metres further in from the previous fairway boundary, and 30 or more metres from the actual boundary fence of our neighbours. Work on achieving this realignment has started as outlined below.

A new landing zone has been constructed after the removal of tree stumps between the 15th and 16th fairway. Landscaping has been completed, with additional deposits of topsoil and re-grassing. Grass mowing will create a well-defined fairway towards and including the landing zone, with a newly established rough area along what was previously the middle of the 16th fairway.

The Akaroa Golf Club also intends to build a screening wire-netting fence at the tee-block. This will be built to specification approved by the Christchurch City Council Parks and Reserve Board. It will be about 15 metres long, with a maximum height of not greater than 2.5 metres. The fence will be positioned to force golfers to aim to the new landing zone, but more importantly catch any miss-angled tee shots heading directly towards neighbouring houses. Trees and shrubs will be planted behind the fence with the goal of replacing the fence in the future.

The out-of-bounds (OB) pegs currently positioned on the boundary fence, are to be moved inwards by approximately 10 metres. This has been trialed intermittently using a fence wire over the past few months. Some of the area between the internal OB and boundary fence will be strategically planted with low plants, such as tussock grasses and shrubs, to stop bouncing balls. Probably once balls go in they will be lost. This and the stroke penalty for going OB will strongly incentivise golfers to aim away from the houses.

It is intended to strategically plant some trees directly out from and between neighbour's boundaries. Tree locations will be selected to best mitigate the passage of golf balls on to the residential properties. As experienced along the 16th fairway already and the 18th fairway, trees do stop a lot of wayward golf balls.

Our committee is confident that these measures, when implemented, will dramatically reduce the incidence of golf balls entering neighbouring properties.

Yours sincerely,

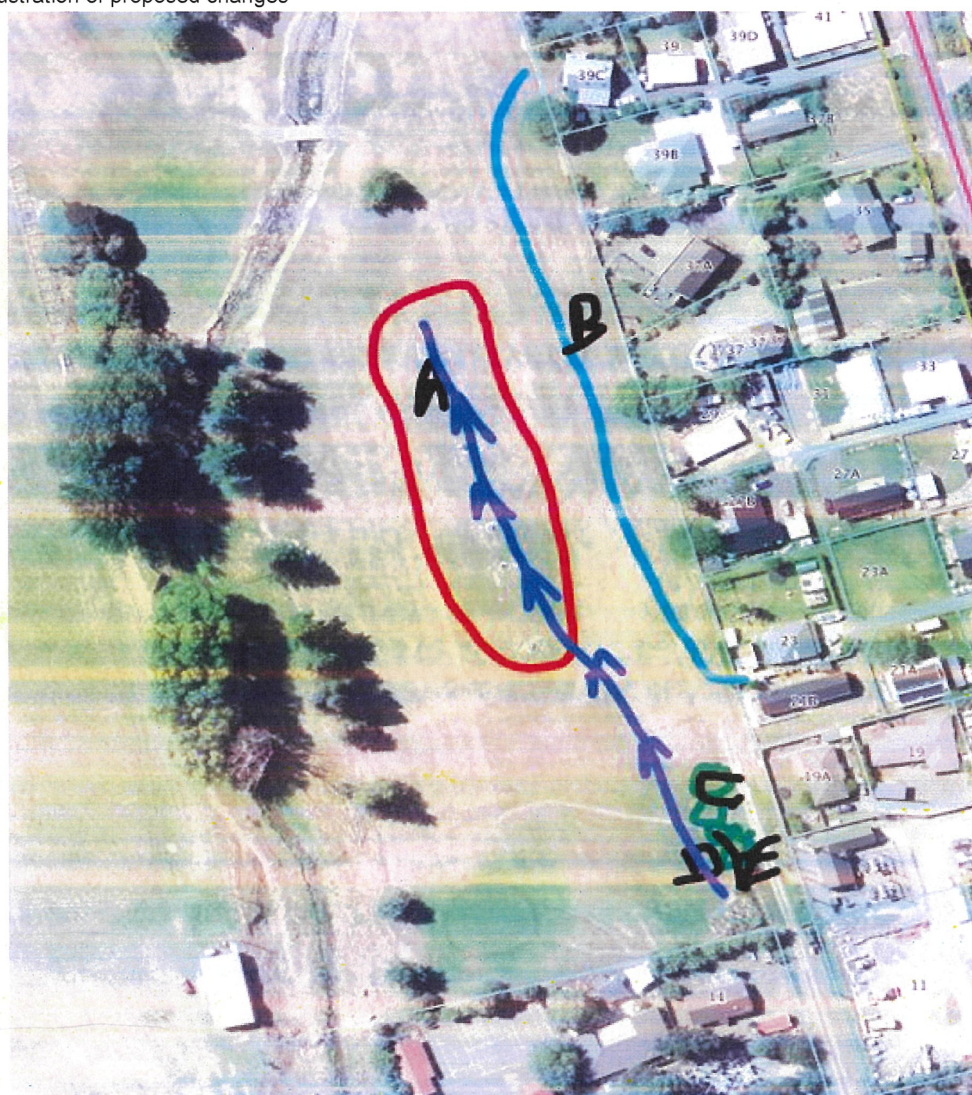
Ken Elliott

President, Akaroa Golf Club



Appended:

- Illustration of proposed changes



- A-New Landing Zone
- B- Out of bounds markers
- C- New Planting
- D-New Tee block
- E- Screen Fence

12. Duvauchelle Wasterwater Project. Tree removal request at the Duvauchelle Showgrounds Recreation Reserve

Reference Te Tohutoro: 24/893932

Responsible Officer(s) Te Thomas Fietzko Senior Project Manager;

Pou Matua: Toby Chapman, Manager Urban Forest

Accountable ELT

Member Pouwhakarae: Brent Smith, Acting General Manager City Infrastructure

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is to seek approval to remove existing exotic trees from sections 1 to 3 of Duvauchelle Showgrounds Reserve and replant them with native trees. The block is to be used for the disposal of treated wastewater.
- 1.2 The proposals in this report are part of the Duvauchelle Treatment and Disposal Renewal Project and follow on from the Council Resolution CNCL/2022/00114 to implement an irrigation system with drip irrigation to trees and spray on the greens tees at the Akaroa Golf Club and neighbouring land.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Duvauchelle Wasterwater Project. Tree removal request at the Duvauchelle Showgrounds Recreation Reserve
2. Approve the removal and replacement of trees in sections 1 to 3 as shown in Attachment A of this report subject to compliance with the Council's 'Tree Policy'.
3. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 Following public consultation, the Duvauchelle Treatment and Disposal Renewal Project identified and confirmed that the Akaroa Golf Club and neighbouring land would be the preferred disposal area for treated wastewater after the existing Duvauchelle Harbour outfall resource consent expires in 2031.
- 3.2 The removal of trees and replanting is for the proposed drip irrigation (marked as Section 1, as shown below in Figure 1 and Attachment A), with some irrigation on the course itself on the blocks shown in Sections 2 and 3 on the document.
- 3.3 The neighbouring block comprises a majority of mature exotic trees, such as radiator pine and eucalyptus species. A recent specialist forestry report (Attachment B) advised that the trees were at the end of their useful life, were at risk of windfall and should be harvested as a matter of priority.
- 3.4 Removing the trees would establish a durable platform for drip irrigation and reduce the negative effect of shading on the neighbouring golf course.

- 3.5 This report recommends removing the existing trees and replacing them with natives in accordance with the Council's 'Tree Policy,' which requires replacement on a two-for-one basis.
- 3.6 The arborist report on the existing tree block recommends removing and replacing these trees, regardless of whether the drip irrigation proposal proceeds.

4. Background/Context Te Horopaki

The Property

- 4.1 Duvauchelle Showgrounds is located on 6047 Christchurch Akaroa Road. It is described as Pt Lot 13 DP 1887, CB7C/1117 and held as a recreation reserve pursuant to the Reserves Act 1977.
- 4.2 Akaroa County Council bought the reserve in 1967 from the neighbour 'in trust' for the purpose of a golf course, and the Club was formed soon after that time. The land is shown below and is made up of Duvauchelle A&P Showground, a Golf course and a forestry block. Section 1 below is part of the forestry block, and sections 2 and 3 are on the golf course.

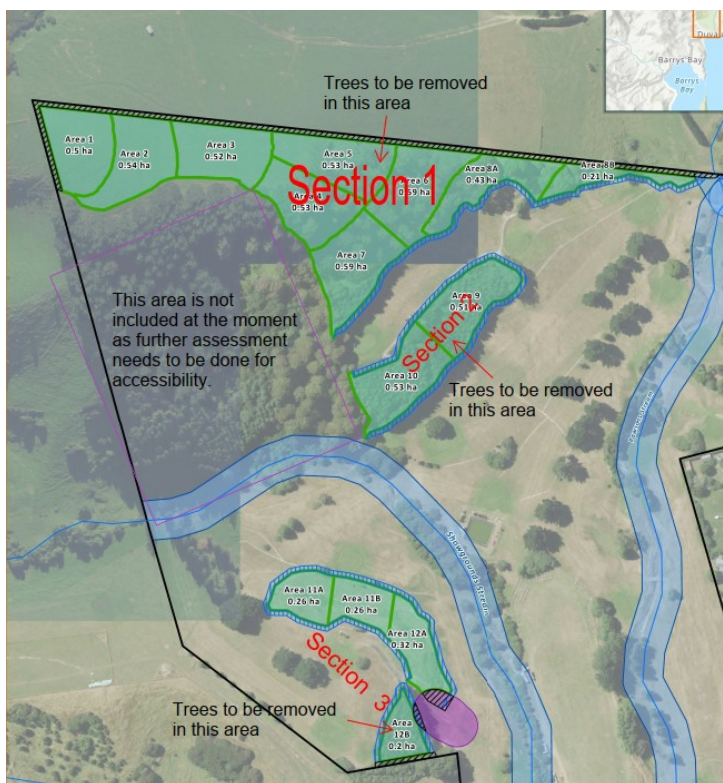


Figure 1

Disposal of treated wasted water

- 4.3 In 2019, the Council started planning for the expiry of its resource consent to discharge treated wastewater into the Akaroa Harbour from the treatment plants in Akaroa and Duvauchelle. The option of discharging treated wastewater from the Duvauchelle plant onto the golf course in the summer was considered. Following community consultation, the Council decided in 2022 (**refer to CNCL/2022/00114**) to proceed with the design of a system and application for resource consent for disposal of treated wastewater on the golf course and neighbouring land through drip and spray irrigation.

- 4.4 The block marked as per the picture below was assessed by Jansen Forest Consulting Limited (Attachment B) to determine the best management approach for the forest, taking into account the proposal to undertake drip irrigation.

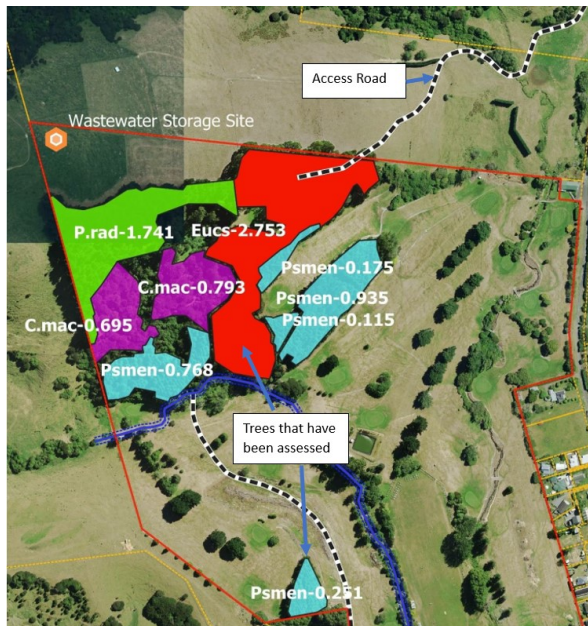


Figure 2

- 4.5 The report's primary conclusion was that the trees were at the end of their useful life, were at risk of windfall and should be harvested as a matter of priority. The existing trees were not considered to be suitable as a basis for drip irrigation.
- 4.6 After the existing resource consent to discharge to the harbour expires in 2031, the new irrigation scheme will use treated wastewater from Duvauchelle and applied to trees using drip irrigation. The forestry block marked on Attachment A, section 1, has been identified as the main area for the new irrigation scheme. Some disposal will be undertaken on the golf course in sections 2 and 3. This combined area will provide a total irrigatable area of 6.4 ha.
- 4.7 CCC is preparing to lodge the resource consent application with Environment Canterbury to discharge treated wastewater to land with a drip irrigation system to trees and anticipates lodging the application by the end of this year (2024). This drip irrigation proposal follows the same approach as the Akaroa Project: planting Robinson Bay and Hammond Point with native trees and shrubs from seedlings collected in the Akaroa Harbour area.

Forest Harvest & Replanting

- 4.8 Staff propose to engage a professional harvesting company to undertake extraction and removal of the blocks marked Section 1 to 3. Access through the neighbouring uphill block will be required, and early negotiations have commenced with the landowner. Harvesting will require complete removal or processing of slash on site to provide a suitable site for effective re-planting. It will have the added benefit of reducing the risk of sediment discharge into the neighbouring stream and harbour.
- 4.9 The timeframe for removing and replanting Sections 1 to 3 in Attachment 1 is the following.
- 4.9.1 Tree harvesting will be completed in the summertime, in January and February. This enables the use of machinery in this area while minimising damage to the dry and hard ground.

- 4.9.2 Once the harvesting has been completed, this will follow the replanting of those areas a couple of months later in autumn. We will ensure that we have sufficient plants to replant the cleared area before the harvesting will commence.
- 4.9.3 The felling and replanting will likely be done in stages over the coming years to minimise the impacts on the area's visual amenity and reduce the risk of sediment moving outside of the work site.
- 4.10 The following related memos/information were circulated to the meeting members:
- 4.11 The following related information sessions/workshops have taken place for the members of the meeting:

Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.12 The following reasonably practicable options were considered and are assessed in this report:
- Felling the exotic tree at the forest block and replanting with native species.
 - Felling exotic trees and replanting with new exotic trees.
- 4.13 The following options were considered but ruled out:
- Irrigate the existing tree block and maintain the current tree stock.
- This was ruled out after a tree assessment report was carried out. Multiple issues with the current condition of those trees and a Health & Safety risk to operators were identified if they were maintained as the main irrigation tree stock.

Options Descriptions Ngā Kōwhiringa

- 4.14 **Preferred Option:** Remove the exotic trees from the forest block and replant them with native species grown from locally sourced seeds.
- 4.14.1 **Option Description:** The Christchurch City Council owns the current trees above the Akaroa Golf Club. They are a mixture of large eucalyptus and pine trees that will be felled and cleared from this area. During the autumn period, native trees and shrubs will be planted, which will be the base for the treated wastewater drip irrigation to trees in the near future.
- 4.14.2 **Option Advantages**
- Removing the risk of windfall from existing trees
 - Replacement will provide a good basis for the establishment of drip irrigation
 - Removing exotic trees and replacing them with natives will enhance the biodiversity of the area by providing food sources to the local bird species
- 4.14.3 **Option Disadvantages**
- For some time after harvesting the existing trees and until the native plants establish themselves, it leaves a visual impact and erosion risk that needs to be managed.
- 4.15 Felling exotic trees and replanting with new exotic trees.
- 4.15.1 **Option Description:** Remove the old existing stock and replace it with new exotic trees.
- 4.15.2 **Option Advantages**
- Those trees are well known, specifically pine trees, and are suitable for treated wastewater disposal fields.

4.15.3 Option Disadvantages

- Pine trees are pest species, and the risk of wilding pine trees is well-known.
- Those large trees shade some playing areas of the golf club and keep the areas constantly wet in the wintertime.

Analysis Criteria Ngā Paearu Wetekina

- 4.16 The preferred solution follows the same approach as the Akaroa project: establishing a native forest to dispose of treated wastewater to trees. It will enhance the Akaroa Harbour long-term by establishing native bush that enables birds to spread the seeds and reestablish native vegetation in those areas.

5. Financial Implications Ngā Hīraunga Rauemi

- 5.1 Both options cost the same as harvesting and replanting the forest block. This has been included in the approved project budget for establishing the irrigation scheme on this site.
- 5.2 The same applies to maintenance and ongoing costs and has been included in the future operational cost.

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 The proposal to undertake new planting could involve some risk associated with removing established trees. The requirement for Park's approval of plans will ensure that proper processes are undertaken and mitigate the risk, which is therefore assessed as low.

Legal Considerations Ngā Hīraunga ā-Ture

- 6.2 Statutory and/or delegated authority to undertake proposals in the report:
- 6.2.1 Delegations Council Officers (Part B-sub Part 3-Other Matters- Head of Parks -para 20) applies generally to the planned replanting.
- “in consultation with other units affected, to authorise the following work on any tree from any reserve.”
- “planting and maintenance”
- 6.2.2 Delegations Parks (Part D-sub Part 1- Community Boards section 42) applies especially to the removal of trees for re-planting
- “To determine to plant, maintain and remove trees on reserves within the policy set by the Council and in accordance with this section.”
- 6.3 Other Legal Implications:
- 6.3.1 Local Government Act 2002-Decision Making including consideration of community views

Strategy and Policy Considerations Te Whai Kaupapa here

- 6.4 The required decision:
- 6.4.1 Align with the [Christchurch City Council's Strategic Framework](#), particularly the strategic priority of reducing emissions by increasing the tree canopy.
- 6.4.2 Is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by considering the low

number of people affected and the level of impact on those affected, which is minimal due to no change in the current activity on the site.

6.4.3 Is consistent with Council's Plans and Policies

6.4.4 Tree Policy: Parks Unit staff have assessed the site and support the proposal outlined in Attachment C. Staff consider, as per paragraph 4.7 of the 'Tree Policy' regarding the cost of tree loss against the benefit of retaining the trees that in this case replacement of aging exotics with natives (in accordance paragraph 1.9 of the Tree Policy with replacement of two for one, with the canopy replaced within 20 years), will result in increased overall community benefit.

6.5 This report does support the [Council's Long-Term Plan \(2024 - 2034\)](#).

	Current Amended LTP 2024–2034					
Ward / activity / project	2024/25	2025/26	2026/27	2027/28– 2033/34	Total 2024/25– 2033/34	2024/25
Banks Peninsula (continued)						
74840 – WS Banks Peninsula Treatment Plants Electrical Renewals 2026						
888 – WS Lyttelton Rail Tunnel Pipeline Renewals	200,000	1,500,000	6,376,340	12,638,587	20,714,927	200,000
WW Collection, Treatment & Disposal						
2214 – WW Duvauchelle Treatment and Disposal Renewal	1,495,000	1,725,000	5,400,000	3,731,968	12,351,968	1,000,000

Community Impacts and Views Ngā Mariu ā-Hāpori

6.6 A public consultation was conducted about the different options for disposing of treated wastewater at the Akaroa Golf Club, with two options available in 2022. Both options included drip irrigation to trees. It did not specifically mention the type of trees. However, after several meetings with the golf club and after the tree assessment report, the preferred solution was to remove the exotic trees due to the age and shading in some of the playing areas.

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

6.7.1 Te Pātaka o Rākaihautū- Banks Peninsula.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

6.8 The decision does not involve a significant decision regarding ancestral land, a body of water, or other elements of intrinsic value; therefore, it does not specifically impact Mana Whenua, their culture, and traditions.

6.9 The decision does not involve a matter of interest to Mana Whenua and will not impact our agreed-upon partnership priorities. However, it was noted that the area is contained within the broader area attached to a silent file associated specifically with the Onawe Peninsula.

6.10 It was discussed with the Ōnuku Rūnanga, who supported reforestation with native plants to restore biodiversity and habitat for native birds.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi





6.15 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.

6.16 The scope of work is to replace the current stock of exotic trees above the Duvauchelle Golf Club with local native trees like Kanuka and other species on a two-for-one basis. This will provide an extended tree canopy and generally be carbon-positive. Planting native shrubs and trees in additional pasture areas will make minimal improvement.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 Establish a plan for harvesting and replanting exotic trees with native trees and shrubs.
- 7.2 After resource consent for the disposal of treated wastewater has been granted, an irrigation scheme will be established in this forest block and two blocks on the golf course in line with any resource consent conditions.

Attachments Ngā Tāpirihanga

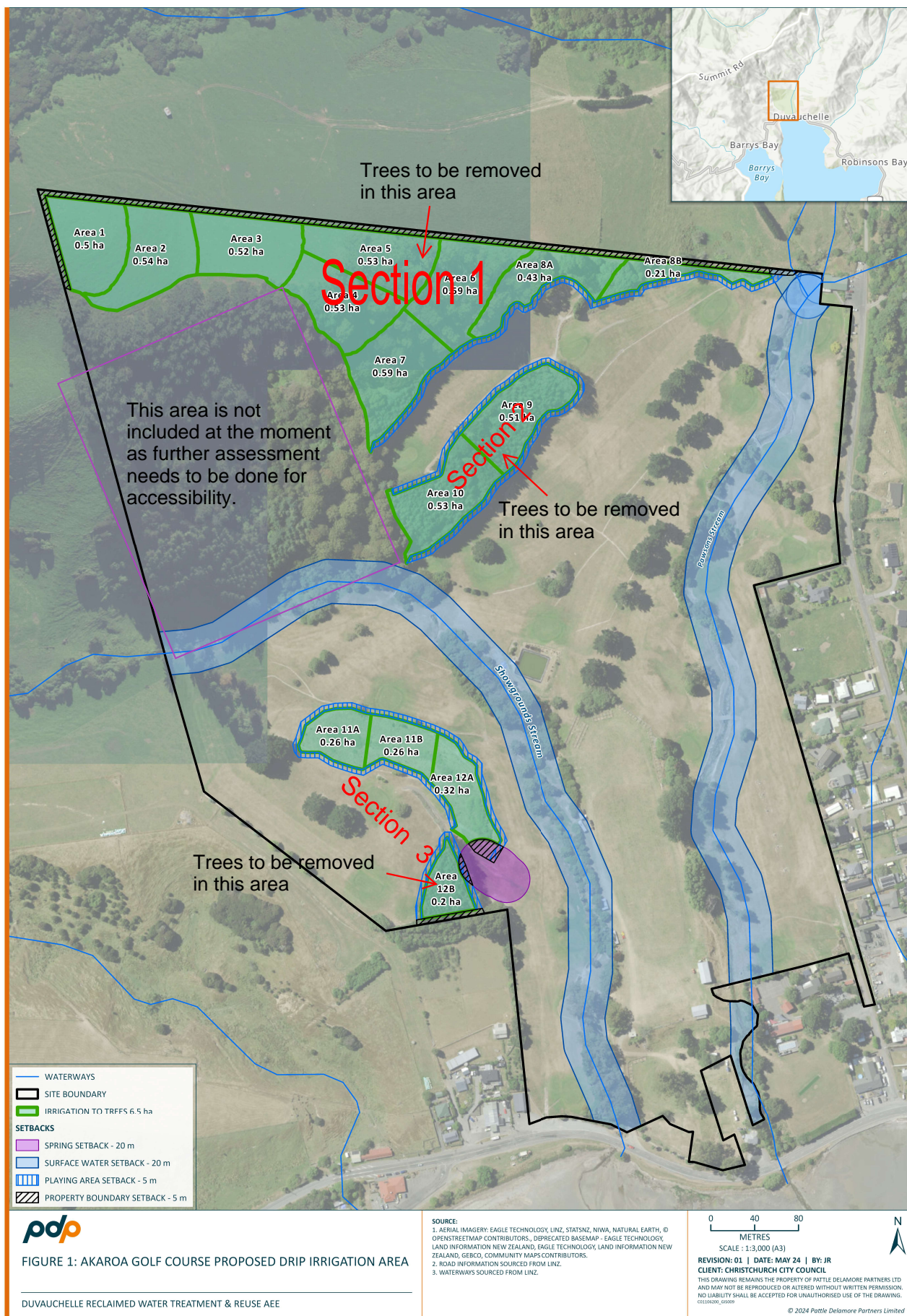
No.	Title	Reference	Page
A  	Map of replacement of the exotic trees with native trees and scrubs	24/1254826	114
B  	Assessment of existing trees	24/1263706	115

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Authors	Thomas Fietzko - Senior Project Manager Toby Chapman - Manager Urban Forest
Approved By	Rod Whearty - Team Leader/Programme Manager Wastewater Gavin Hutchison - Acting Head of Three Waters Al Hardy - Manager Community Parks Rupert Bool - Acting Head of Parks



JANSEN
FOREST CONSULTING LIMITED

30-Oct-23

Christchurch City Council
Property Consultancy Team
Felix Dawson
Email: Felix.R.Dawson@ccc.govt.nz

Dear Felix

RE: AKAROA GOLF CLUB (DUVAUCHELLE)

1 Assessment of Trees

In response to your instructions, I inspected the stands of trees on 25th October 2023 in the presence of Owen Burns and I have also had a brief phone discussion with Ken Elliot.

In preparing this advice, consideration has been given to:

- (a) Treated Wastewater Disposal
 - (i) the preference to hold off on any tree removal until a resource consent has been issued and consent conditions are clear.
 - (ii) The preferred location for the wastewater tank storage at the top of the property (around 140masl) with access via the adjoining property off Pawsons Valley Road.
- (b) Christchurch City Council - Tree Policy, noting ecological improvements, canopy cover, and the removal of trees (in a state of irreversible decline, dead and/or structurally unsound).
- (c) Strong preference of the Golf Club to replace the Radiata, Douglas fir, Eucalypts, and isolated willow trees with natives (for landscape and ecological purposes).
- (d) Shading of golf greens and fairways.
- (e) Initial advice from Forest Management Limited on harvesting options and access.
- (f) The provision of vehicle access to the Treated Wastewater storage tanks.

2 Advice on the issues you have raised.





Please find below:



- (i) A map of the trees and assessment of stand health.
- (ii) Potential future state of trees if not harvested.
- (iii) The suitability for harvest and potential returns.
- (iv) Consideration of part removal as requested by the club to deal with shading issues.
- (v) Consideration of the impact of water disposal on existing trees if retained.
- (vi) Discussion on harvesting and access options.
- (vii) Discussion on post harvest operations and replanting.

3 Map of Trees and assessment of stand health



2023 10 - Akaroa Golf Club - Assessment of Trees (Final)

	<p>Radiata: 1.7 hectares</p> <p>Trees are over mature, 40 yrs plus, low stocking, ~300 stems per hectare, some pruning has occurred. Thin crowns, several edge trees have suffered windthrow and the stand is starting to open up.</p>
	<p>Eucalypts: 2.8 hectares</p> <p>Overmature, 40 yrs plus, low stocking, ~250 stems per hectare. Windthrow is evident throughout the stand. 25-30% of trees have limited crown foliage and in the process of dying.</p> <p>Grass understory.</p>
	<p>Falling trees and dead branches overhead create a significant H&S risk.</p> <p>Limited root development. Continued windthrow can be expected, particularly if ground conditions are wet.</p> 

	<p>Macrocarpa: 1.5 hectares</p> <p>Poor genetic quality macrocarpa, some pruned, with low stocking, mixed with mature manuka and limited broadleaf understory.</p> <p>Evidence of windthrow. Stand has limited commercial value and no potential for improvement. Stand in decline.</p> <p>Harvesting will create a lot of slash and damage manuka and broadleaf understory. This will take time to recover.</p> <p>Isolated trees surrounded by natives could be poisoned rather than clear felled.</p>
<p>Boundary between radiata and macrocarpa.</p> 	

Douglas Fir: 2.2 hectares (in four stands)

The Douglas Fir stands have received minimal thinning (if any). Stocking is high. Tree crowns are either dying or in decline consistent with natural mortality. Limited windthrow is evident. While there is limited urgency to harvest these stands, retaining them is unlikely to increase their commercial value. These stands are the main cause of shading of the greens and fairways.



Stream below Douglas Fir stand.

High flow events have been observed to the top of the bank.

The stream is a major impediment for harvesting access via the Southern Access option.

4 Potential future state of trees if not harvested.

The Radiata and Eucalypt trees on the northern boundary are exposed and windthrow has started to occur. This can be expected to accelerate over the months and years ahead. A period of high rainfall followed by high winds could result in complete stand failure. The trees should be harvested sooner, rather than later.

The Douglas Fir stands are unlikely to deteriorate or change materially over the next 10 years.

Ideally, harvesting should occur two or three years ahead of the installation of water treatment dripper lines. This will ensure the regrowth of ground cover before additional water is applied.

5 Discussion on harvesting and access options.

The Radiata, Eucalypt, Douglas Fir and Macrocarpa stands on the hillside (below the proposed wastewater storage tanks) should be considered a single management unit. These stands need to be harvested at the same time to avoid complete stand failure.

There are two options to access these stands:

(a) Southern Access - off Christchurch Akaroa Rd

The Southern access is an option proposed by the Golf Club. This would require construction of a road through the golf club with a temporary culvert across a stream below one of the Douglas Fir stands.

The skid site would need to be above the wetland area and stream. Logging truck turn-around and the size of the skid site will be constrained. Slash and sediment run-off will be concentrated above the wetland and stream. The road, skid site and slash will have high visibility and detract from the golfing experience.

Cost: around \$55,000 including culvert and cleanup.

In addition, this road would not be able to service the wastewater storage site without additional expenditure to extend the road to the top of the property.

(b) Northern Access - off Pawsons Valley Road, through adjoining property

The Northern access is preferred by Forest Management Limited and the CCC Three Waters Team. It is completely independent of the operations of the Golf Club.

The skid site could be located either within the Eucalypt stand (at 75masl) or in the paddock below the wastewater storage site (at 100masl).

The access road, skid site, and wastewater storage site should be planned and constructed as a single undertaking. The skid site will provide an ideal platform for the storage tanks. There may be a benefit in locating the wastewater storage site lower down the hill at around 75masl (as opposed to the present location).



2023 10 - Akaroa Golf Club - Assessment of Trees (Final)

The location of a skid site, at around 75masl, will require logs to be pulled uphill. This will require summer logging (January-March) to avoid undue sedimentation risk and tracking damage.

The slope around this skid site location is not excessive and should be suitable for slash retention.

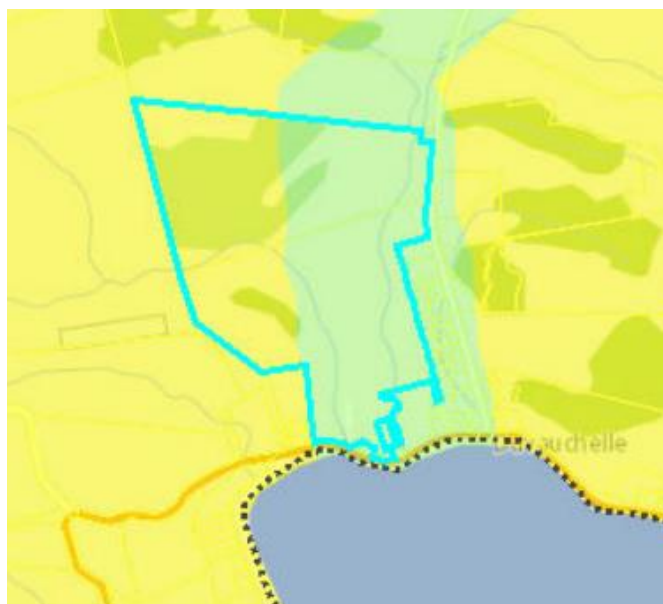
Cost: around \$27,500 for construction of access and location of skid site at around 75masl.

The Northern access requires legal access to be established with the adjoining landowner. Provided legal access can be established at reasonable cost, the Northern access is preferred.

6 The suitability for harvest and potential returns.

6.1 Erosion Classification

Erosion susceptibility is predominantly Moderate (Yellow). The NES-Commercial Forestry does not require slash removal down to 15m³/ha on moderate erosion sites.



- 6.2 Harvesting returns are based, in part, on information provided by Forest Management Limited. Please note however that this assessment is provisional only and should be updated to reflect the outlook for log prices at the time of harvesting.

Harvesting and Cleanup	Log Sales (\$/ha)	Harvesting Cost (\$/ha)	Customer Return (\$/ha)	Hectares	Net Cashflow
Radiata	\$53,375	\$35,951	\$17,424	1.74	\$30,317
Douglas Fir	\$47,800	\$29,463	\$18,337	2.24	\$41,148
Marcocarpa	\$15,825	\$11,303	\$4,522	1.50	\$6,784
Eucalypts	\$30,300	\$25,212	\$5,088	2.75	\$14,007
Logging Equipment Transport		\$5,000		1.00	-\$5,000
Roading / Engineering / Skid		\$27,500		1.00	-\$27,500
Cut down isolated Trees		\$5,000		1.00	-\$5,000
Fencing Repairs		\$5,000		1.00	-\$5,000
Digger Transport		\$1,000		1.00	-\$1,000
Digger - Slash pull back		\$5,000		1.00	-\$5,000
Digger - Root Raking		\$2,250		5.48	-\$12,339
Pre-plant Spot Spraying (Euc area)		\$600		2.75	-\$1,652
Repair Damage to Grass edges		\$0		1.00	\$0
Contingency	10%	\$15,268		1.00	-\$15,268
Management	10%	\$6,662		1.00	-\$6,662
Net Cashflow before replanting					\$7,836

6.3 Post harvest operations

There is little evidence of natural seeding of the radiata trees. Isolated seeding of the macrocarpa was observed. There are patches of native regeneration. Given this situation, I believe that careful and minimal mechanical treatment of the cutover is preferred over broadcast aerial spraying.

After harvest, there will be a significant amount of slash. The cleanup budget includes \$20,000 to windrow and heap up slash, remove slash from edges, secure slash and spot spray grass areas.

Mulching slash is cost prohibitive and burning slash is likely to cause public concern and create liability issues.

Where required, the cutover and slash should be windrowed and heaped up sparingly (using a root rake with a back claw attachment) to allow access for replanting. The exact requirements will not be known until after harvesting is completed.

Management of the slash operation is essential to avoid contractors creating a cleared site. The purpose is to enable access for replanting while not disturbing the soil duff layer, retaining areas of native regeneration, and retaining all stumps and roots. The operation should only be conducted under dry soil conditions.

Refer images below.

 <p>Typical root-rake with back claw</p>	 <p>✓ Ok, good ground cover, plantable.</p>
 <p>✓ Bare minimum, just plantable.</p>	 <p>✗ Excessive operation.</p>

6.4 Replanting - Natives

Replanting requires consideration of several factors including: Council policy, setbacks to avoid shading of greens and fairways, landscape values, ecological considerations, climate change and in particular higher winds, dripper irrigation from the wastewater scheme, future management, community preference and involvement, cost, return and permanence.

On balance, there is limited justification for replanting in commercial tree species.

I am sure the Council has significant experience in planting natives. The area requiring replanting is around 7 hectares. There are patches of natives throughout the stands. Careful harvesting and minimal root-raking will allow these natives and some understory to survive. This will enable the replanting of natives at a wider spacing than would normally be practiced in residential or bare-earth situations.

Nevertheless, replanting using natives (sourced at retail rates) and commercial contractors is likely to cost \$115,000.

Replanting: Option 1	Number	\$/tree	Hectares	\$/ha	Net Cashflow
Planting - Labour @ 2.5m spacing	11,200	\$1.10	7.00	\$1,760	-\$12,320
Tree Stocks - Manuka	4,000	\$1.50	7.00	\$857	-\$6,000
Tree Stocks - Totara	1,000	\$11.80	7.00	\$1,686	-\$11,800
Tree Stocks - Wetland Flax	200	\$5.00	7.00	\$143	-\$1,000
Tree Stocks - Other	6,000	\$10.00	7.00	\$8,571	-\$60,000
Pest Control - year 0		\$2,000	7.00	\$286	-\$2,000
Weed Control - year 1		\$7,000	7.00	\$1,000	-\$7,000
Weed Control - year 2		\$7,000	7.00	\$1,000	-\$7,000
Management	7.5%				-\$8,034
Cost of Replanting			7.00	\$16,451	-\$115,154

Other native tree species suitable for the site include pōhutukawa, matai, and beech in the sheltered and moist locations.

The Council may wish to consider extending the golf club lease and providing a grant to the golf club to undertake this work as a community project.

6.5 Replanting – Manuka and Radiata

An alternative replanting option is to plant Manuka beside the fairways and greens (to avoid shading and for visual appeal) and plant radiata on the balance of the cutover.

This option, at \$21,700 is cheaper but lacks the biodiversity and ecological outcomes of native plantings.

Replanting: Option 2	Number	\$/tree	Hectares	\$/ha	Net Cashflow
Manuka - Trees 2.5m spacing	3,200	\$1.50	2.00	\$2,400	-\$4,800
Manuka - Planting 2.5m spacing	3,200	\$1.00	2.00	\$1,600	-\$3,200
Radiata - Trees 3.5m spacing	4,082	\$0.75	5.00	\$612	-\$3,061
Radiata - Planting 3.5m spacing	4,082	\$0.75	5.00	\$612	-\$3,061
Pest Control - year 0		\$2,000	7.00	\$286	-\$2,000
Spot Spray - year 1		\$2,800	7.00	\$400	-\$2,800
Management	15.0%				-\$2,838
Cost of Replanting			7.00	\$3,109	-\$21,761

Alternatives to Radiata suitable for the site include Redwoods. This would increase the price to around \$25,000 in total.

7 **Consideration of part removal as requested by the club to deal with shading issues.**

The avoidance of shading on the fairways and greens will require a setback of at least 50-75m.

The trees harvested in this setback will not be able to be transported offsite without creating tracks and adopting the Southern Access option.

As this is only a temporary measure, part removal of trees should be avoided.

8 **Consideration of the impact of water disposal on existing trees if retained.**

Only the Douglas Fir trees are suitable for retention. These trees however are the ones causing the shading.

The Radiata and Eucalypt stands are inherently unstable, unsafe and have a limited life.

For the reasons above, all trees should be removed, and the land replanted prior to installing the dripper lines.

Ngā mihi



Edwin Jansen

NZIF Registered Forester, BSc, B For Sci, DipBusStud (Accounting)

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13. Takapūneke Reserve - Lease of Red House Property

Reference Te Tohutoro: 24/970453

Responsible Officer(s) Te Pou Matua: Kathy Jarden, Team Leader Leasing Consultancy

Accountable ELT Member Pouwhakarae: Brent Smith, Acting General Manager City Infrastructure

1. Purpose and Origin of the Report Te Pūtaka Pūrongo

- 1.1 The purpose of this report is to seek the approval of Te Pātaka o Rākaihautū Banks Peninsula Community Board to enter into a further lease agreement with the current tenant to reside in the Red House property at 281 Beach Road for a term of two years.
- 1.2 The report is staff generated to support the Takapūneke Reserve Management Plan policy 5.16(3), (4), (6) (refer **Attachment A**) and the Takapūneke Conservation Report section 12 The Red House.
- 1.3 Te Pātaka o Rākaihautū Banks Peninsula Community Board resolved on 13 June 2022 to grant a lease with the tenant for a period of two years. The lease is expiring in September 2024 and officers support a further lease term to allow time to consolidate plans on the next phases of work set out in the reserve management plan and conservation report.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Takapūneke Reserve - Lease of Red House Property Report.
2. Note that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Acknowledge that the inclusion of a residential tenancy was not contemplated in the Takapūneke Reserve Management Plan and that it supports that the continued interim use of the Red House should include keeping a residential tenant in place to ensure that the property is not left vacant and continues to be well maintained including upkeep of the gardens.
4. Recommends that the Council agrees to continue to depart from policy and deal unilaterally with the current tenant, Steven Searle.
5. Conditional on recommendation 4 above:
 - a. Authorise staff to carry out public consultation in accordance with Section 119-120 of the Reserves Act 1977 for the granting of the lease.
 - b. Request that in the event that any objections are received on the proposed lease that cannot be satisfied, that staff follow the procedure under the Reserves Act 1977 to convene a Reserves Act Hearings Panel to consider any such objections and make a recommendation to the Board for a decision.
6. Resolve in the event that there are no objections received on the proposed lease that cannot be satisfied, that the Community Board:
 - a. Request the Chief Executive exercise her delegation from the Minister of Conservation to give consent to the granting of the lease in accordance with the provisions of the Reserves Act 1977.

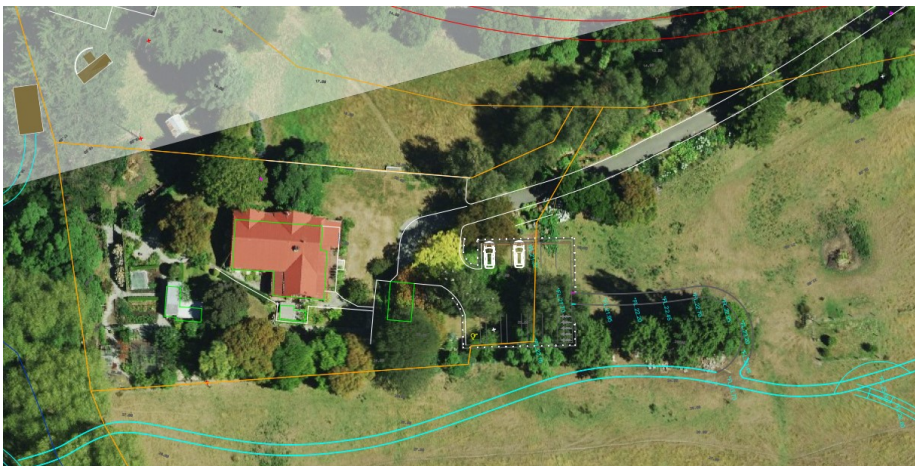
- b. Approve the granting of a lease to the proposed tenant, for a period of two years for the purpose of a residential tenancy at the Red House, Lot 2 Deposited Plan 73274 at 281 Beach Road, Akaroa held for the purpose of an Historic Reserve subject to section 58(A) of the Reserves Act 1977 at an annual rent of \$15,600 per annum including GST.
7. Request the Manager Property Consultancy to conclude and administer the terms and conditions of the lease.

3. Executive Summary Te Whakarāpopoto Matua

- 3.1 A lease was granted in 2022 for a residential tenancy at the Red House on Takapūneke Reserve. The lease expires in September 2024.
- 3.2 The current tenant has expressed a desire to continue leasing the dwelling while the Council finalises the future use of the property.
- 3.3 Officers are supportive of continuing the lease with the current tenant and have had no issues with the current tenancy. The dwelling and gardens are well-maintained and regular inspections carried out to ensure compliance with the lease conditions.

4. Background/Context Te Horopaki

- 4.1 The Red House land has been classified a Historic Reserve under the Reserves Act 1977. The residential lease of the reserve under section 58A Reserves Act 1977 was not anticipated in the Takapūneke Reserve Management Plan and the Council is therefore required to publicly notify its intention to enter into a lease agreement.
- 4.2 Ōnuku Rūnanga as mana whenua are supportive of the decision to enter into a lease agreement with the proposed tenant, who has specialist skills and experience to maintain the buildings and gardens at the reserve.
- 4.3 The term of the lease is for a period of two years, which will provide more time for the Rūnanga, Council and community to discuss the future use of the property and seek funding for the maintenance of the buildings and gardens.
- 4.4 The Council is commencing work on formation of a carpark in the reserve area adjoining the Red House. There may be times when contractors will be required to use the tenant's driveway. The carpark area does not form part of the lease area to the tenant and officers expect full co-operation between both parties.



Options Considered Ngā Kōwhiringa Whaiwhakaaro

4.5 The following reasonably practicable options were considered and are assessed in this report:

- Grant a new lease to the current tenant.
- Operational Staff maintain the buildings and gardens.
- Publicly tender for a new tenant.
- Leave property vacant.

4.6 The following options were considered but ruled out:

4.6.1 The Parks Unit's Banks Peninsula operational staff maintain the heritage buildings and amenity gardens – Not Recommended

- Advantage: - The house and gardens are maintained to the standard required in compliance with the Takapūneke Reserve Management Plan and the Takapūneke Conservation Report.
- Disadvantage: - The Parks Unit's operational staff do not have the resources (staff, budget or time) to take on the additional work to maintain the house and garden.

Disadvantage: - The maintenance of the other parks and reserves on the peninsula would fall below the required levels of service if the parks operational staff were required to maintain the amenity garden and heritage buildings on the site.

4.6.2 Publicly tender to lease of the property for a tenant – Not Recommended.

- Advantages – There may be more suitable applicant(s) willing to lease the Red House and carry out the required maintenance to preserve the dwelling and property.
- Disadvantage – It may be difficult to find an applicant that has the skills and experience to maintain historic structures and buildings and has the knowledge and experience to maintain the ornamental amenity garden. The applicant will need to have a cultural awareness of mana whenua's association with the site including the surrounding wāhi tapu reserve.

Disadvantage – the Red House was purchased because of its significance to mana whenua and the events that occurred on the reserve in the 1800s. It could be difficult to find an applicant that understands the significance of the location and association with mana whenua.

Disadvantage – It could take another two or three months to find a suitable tenant after going through the process. There is no guarantee once the process is completed that there would be a more suitable candidate.

Disadvantage - The property will be vacant for another two to three months and susceptible to vandalism and deterioration. There will be additional unplanned maintenance costs to the Parks operational budgets.

4.6.3 Leave the Red House vacant – Not Recommended

- Advantages – There are no advantages.
- Disadvantage – Additional funding that has not been included in the Parks Units operational budget would be required to cover the maintenance of the gardens and buildings.

Disadvantage – The property and garden would be susceptible to vandalism and damage as the property is isolated from any of its neighbours.

Disadvantage – The Council would not receive \$15,600.00 per annum income from the lease.

Options Descriptions Ngā Kōwhiringa

4.7 Preferred Option: Grant a further lease to current tenant.

4.7.1 Option Description: Grant a further lease.

4.7.2 Option Advantages

- **Resource Limitations:** The Council lacks the resources to maintain the historic buildings or amenity gardens within its current budget. Renting out the property provides a temporary solution to this issue.
- **Skilled Tenant:** The current tenant is skilled and experienced in maintaining historic sites and amenity gardens. They also have knowledge of cultural values and work well with mana whenua, which is essential given the site's cultural significance.
- **Temporary Measure:** Renting out the property serves as a temporary holding measure while the future use is discussed, and funding is sourced for maintenance.

4.7.3 Option Disadvantages

- **Risk of Damage:** There is concern among staff that advertising the property publicly for rental may lead to a high risk of damage to the amenity gardens or historic buildings due to an unknown tenant's limited knowledge or skills in maintaining these items.

Analysis Criteria Ngā Paearu Wetekina

- 4.8 Given these considerations, it seems the current tenant offers valuable expertise and cultural awareness that aligns well with the site's significance.

5. Financial Implications Ngā Hiraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option
Cost to Implement	Approximately \$600 for newspaper advertising
Maintenance/Ongoing Costs	Reactive maintenance
Funding Source	Parks Operational Budgets
Funding Availability	Parks Operational Budgets
Impact on Rates	No impact on Rates

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 There is minimal if any risks associated with this decision, which is in alignment with the policies in the Takapūneke Reserve Management Plan and within the delegated authority of the Community Board.
- 6.2 There are no substantive or significant changes associated with the decision to approve the lease agreement to the current tenant for two years.

- 6.3 Mitigating the risk of damage to the property has been addressed through clear communication and support of guidelines for maintenance.

Legal Considerations Ngā Hīraunga ā-Ture

- 6.4 Statutory and/or delegated authority to undertake proposals in the report:

6.4.1 The Reserves Act 1977, section 58(A) - the administering body may, with the prior consent of the Minister of Conservation and now delegated to the Council's Chief Executive, grant leases to any person for domestic residential purposes or for the carrying on of any activity, trade, business or occupation in any building within the reserve area for any such purpose.

6.4.2 In exercising the Minister's delegation, the administering body (i.e. the Council) must give consideration to those matters previously applied by the Minister, for example ensuring that:

- The land has been correctly identified.
- The necessary statutory processes have been followed.
- The functions and purposes of the Reserves Act have been taken into account in respect to the classification and purpose of the reserve as required under section 40 of the Act.
- The administering body has considered submissions and objections from affected parties and that, on the basis of the evidence, the decision is a reasonable one.
- Pursuant to the requirements of section 4 of the Conservation Act 1987, the administering body has consulted with and considered the views of tāngata whenua or has in some other way been able to make an informed decision.

Council officers are satisfied that the proposed lease will comply with the Minister's requirements.

6.4.3 Delegations – Community Boards have the delegation to grant leases of historic reserves in accordance with section 58(A) of the Reserves Act.

6.4.4 Lease Policy - Dealing Unilaterally

- The Council previously approved the unsolicited proposal to lease the Red House (June 2022).
- The matter of dealing unilaterally and accepting the unsolicited proposal is reviewed in **Attachment B**.
- Officers are supportive of the proposal.

- 6.5 Other Legal Implications:

6.5.1 The legal consideration is:

Correct application of the provisions pursuant to section 6.4 above.

6.5.2 This report has not been reviewed and approved by the Legal Services Unit. The matter of the preparation of the lease is a routine matter on which the legal situation is well known and settled.

6.5.3 The lease documentation will be prepared by the Council's Legal Services team.

Strategy and Policy Considerations Te Whai Kaupapa here

- 6.6 The required decision:

- 6.6.1 Aligns with the [Christchurch City Council's Strategic Framework](#). Resilient Communities - Active participation in civic life:
- The Council establishes, maintains and improves opportunities for Māori to participate in decision-making.
 - Māori are involved in decision-making from the beginning, in areas of mutual interest, especially in significant decisions relating to the environment, social and economic recovery.
- 6.6.2 Resilient Communities – Celebration of our identity through arts, culture, heritage, sport and recreation:
- Our heritage is a taonga and should be collectively valued and protected, celebrated, and shared.
 - Sites and places of cultural significance are respected and preserved.
- 6.6.3 Is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the number of people affected, which is low as the property is not open to the public.
- 6.6.4 Is consistent with Council's Plans and Policies being the Takapūneke Reserve Management Plan adopted by the Council 2018, Policy 5.16 (3), (4) and (6).
- 6.7 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):
- 6.8 Parks, Heritage and Coastal Environment
- 6.8.1 Activity: Parks and Foreshore
- Level of Service: 6.8.10.1 Appropriate use and occupation of parks is facilitated - Processing of the application is started within ten working days of receiving application – 95%

Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.9 The community was consulted on the Takapūneke Reserve Management Plan that includes the policies to maintain the Red House gardens and buildings.
- 6.10 The continued placement of a tenant in the Red House is not contemplated in the Takapūneke Reserve Management Plan and therefore notification in accordance with the requirements of section 58(A) of the Reserves Act 1977 (to lease a Historic Reserve) must be undertaken.
- 6.11 The Council must consider any submission(s) received to the notification and a Reserves Hearings Panel may be established to hear the submission(s).
- 6.12 Ōnuku Rūnanga and the Takapūneke Reserve Co-Governance Group are supportive of a tenant for the Red House for a set term while discussions on the future use of the Red House are undertaken.
- 6.13 The decision affects the following wards/Community Board areas:
- 6.13.1 Te Pātaka o Rākaihautū Banks Peninsula Community Board.
- 6.14 The Te Pātaka o Rākaihautū Banks Peninsula Community Board view has not been solicited in this instance, however the Community Board did approve the earlier granting of the lease in June 2022.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.15 The decision involves a significant decision in relation to ancestral land, a body of water or other elements of intrinsic value, therefore this decision does specifically impact Mana Whenua, their culture, and traditions.
- 6.16 The decision involves a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.
- 6.17 The Red House was originally part of the land occupied by Tē Maiharanui's trading post with the Europeans in the early 1800s and holds significant cultural and historic values for Ōnuku Rūnanga.
- 6.18 Ōnuku Rūnanga (Riki Tainui) has been contacted by the Council's Te Aporei / Principal Advisor and advised that we may move forward on the lease and no further consultation with the Rūnanga is required on this matter.



Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.15 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.
- 6.16 No significant impacts are anticipated as there are no changes to the daily operation and maintenance of the residential property.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 Public notification of the intention to grant a new lease to appear in the local newspaper(s).
- 7.2 Preparation of a new lease document and execution by both parties.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Section 5.16 The Red House Takapuneke Reserve Management Plan	24/977471	134
B 	The Red House - Factors to Consider When Dealing Unilaterally	24/977472	135

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Kathy Jarden - Team Leader Leasing Consultancy
Approved By	Angus Smith - Manager Property Consultancy Kelly Hansen - Manager Parks Planning & Asset Management Rupert Bool - Acting Head of Parks

Attachment A

Christchurch City Council in partnership with Ōnuku Rūnanga

Takapūneke Reserve Management Plan 2018.

5.16 THE RED HOUSE (CURRENTLY IN PRIVATE OWNERSHIP)

Explanation: The Reserve Management Plan has taken a slightly unusual step of including Objectives and Policies for a property that is in private ownership. This property is enclosed by Council owned Historic Reserve land that comprises Takapūneke Reserve. The site of the Red House would have been originally part of the Takapūneke trading site and Māori settlement before the massacre in 1830.

If the private property should become available to purchase it would be advantageous to the Council and Ōnuku Rūnanga if the site could be included within the area covered by the Takapūneke Reserve Management Plan. Should that possibility eventuate the following Objectives and Policies have been included to provide direction for the management of the area.

Objective: To include the area of the Red House within the Takapūneke Reserve Management Plan and retain the historic character of the house and garden representative of the original era of the property.

Policies:

1. To obtain if possible, the Red House should it become available to the City Council and/or Ōnuku Rūnanga as part of the area covered by the Takapūneke Reserve Management Plan as a venue for education, information, meetings and community based activities, including public toilets.
2. To request the Red House site is rezoned from Residential Banks Peninsula to Open Space Community Parks under the Christchurch District Plan should the property be obtained by the Christchurch City Council.
3. To maintain and retain the structural exterior of the Red House including the distinctive red colour.
4. To maintain and retain the external buildings within the boundary property of the Red House as part of the historic fabric of the site.
5. To vest the Red House as Historic Reserve under the Reserves Act 1977, in recognition of its cultural and historic significance to Takapūneke, should the City Council obtain the property.
6. To maintain the garden around the Red House and in particular the exotic plant species, with succession planting of exotic plant species in the garden should the property be obtained by the Council or Ōnuku Rūnanga.

Attachment B

RED HOUSE - Residential Lease

FACTORS TO CONSIDER WHEN DEALING UNILATERALLY

- 1.1 The Council must consider and meet the requirements of section 14 of the Local Government Act 2002 (LGA) in particular:
 - (1)(a) Conduct its business in an open, transparent, and democratically accountable manner,
 - (1)(f) Undertake any commercial transactions in accordance with sound business practices.
 - (1)(g) Ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district or region, including planning effectively for the future management of its assets.
- 1.2 The relevant Council policies as recorded in the Council's Policy Register are:
 - 1.2.1 Property – Leasing Council Property – “where the Council recognises there is only one logical lessee for a public property, the Council will unilaterally deal with that lessee.” This includes facilities linked to contracts including but not limited to buildings on parks and reserves and not for profit organisations.
 - 1.2.2 Property - Disposal Of Council Property – to publicly tender properties for sale unless there is a clear reason for doing otherwise.
- 1.3 In addition it is useful and supportive to consider the Ministry of Business, Innovation and Employment 'Unsolicited Unique Proposals - How to deal with uninvited bids'; guidance for government entities dated May 2013 that recommends when evaluating an unsolicited proposal it needs to be ensured that there is a sound business case to support the decision to accept the unique unsolicited proposal.
- 1.4 The purpose of the MBIE Guidance on Unsolicited Proposals is to provide a methodology for considering unsolicited proposals in a way that:
 - is transparent and fair to everyone;
 - encourages the supplier community to put forward good ideas;
 - promotes objectivity; and
 - supports decisions based on sound fact and evidence.
- 1.5 Having given consideration to the above factors, it is felt that this is an unsolicited proposal however there is a sound business case as identified in the Report to the Community Board which supports the decision to accept the unique unsolicited proposal. The proposal will ensure that the Red House is well maintained until such time as Ōnuku Rūnanga and the Takapūneke Reserve Co-Governance Group are in a position to determine the future use of the property. It supports effective and efficient use of resources and the prudent management of the Council's assets.

Considerations – Accepting the Proposal and Granting a Lease for Two Years

There are a number of relevant legal considerations when making a decision about the proposal received and the future use of the property:

- 1.6 Decision Making sections 76 – 82 LGA

- Section 76 provides that “Every decision made by a local authority must be made in accordance with such of the provisions of sections 77, 78, 80, 81 and 82 as are applicable”. In summary those sections provide:
- Section 77 a local authority must, in the course of the decision-making process, seek to identify all reasonably practicable options for the achievement of the objective of a decision and in doing so assess the options in terms of their advantages and disadvantages.
- Section 78 the views and preferences of persons likely to be affected by, or to have an interest in, the matter must be considered.
- Section 79 provides that in considering how to achieve compliance with sections 77 and 78 they must consider the significance of the matter in accordance with its Significance and Engagement Policy.
- Section 80 sets out the matters that need to be clearly identified when making a decision that is inconsistent i.e. the inconsistency, reason for it and any intention of the local authority to amend the policy or plan to accommodate the decision.
- Section 81 provides contributions to decision making by Maori.
- Section 82 sets out the principles of consultation.

Section 78 does not require the Council to undertake a consultation process of itself but the Council must have some way of identifying the views and preferences of interested and affected persons.

- 1.7 There are further considerations under Section 97 LGA relating to situations where the Council is proposing to transfer the control of a “strategic asset” to or from the Council.
- 1.8 The Significance and Engagement Policy sets out the list of “strategic assets”. In particular, the Policy lists as “strategic assets”, community facilities as follows:

Community Facilities

- (i) Christchurch Town Hall;
- (j) Christchurch Art Gallery and its permanent collection;
- (k) all land and buildings comprising the Council's social housing portfolio;
- (l) all public library facilities;
- (m) all parks and reserves owned by or administered by the Council;
- (n) all public swimming pools;
- (o) all waterfront land and facilities owned or operated by the Council, including wharves, jetties, slipways, breakwaters and seawalls;
- (p) cemeteries and listed heritage buildings and structures.

“All” or “its” means the asset as a whole.

- 1.9 In this context there is no intention to transfer control of the property and thus Section 97 does not apply.
- 1.10 The Council’s “Leasing Council Property” policy was developed to ensure that the Council was “consistent with the principles of legislation and the behaviours expected to prudently manage public property”.

14. Te Pātaka o Rākaihautū Banks Peninsula Community Managed Facilities Audit

Reference Te Tohutoro: 24/840018

Responsible Officer(s) Te Jo Wells, Community Development Advisor

Pou Matua: Jane Harrison, Community Development Advisor

Accountable ELT

Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is to present Te Pātaka o Rākaihautū Banks Peninsula Community Managed Facilities Audit document to the Community Board for their information.
(Attachment A)
- 1.2 This report was identified by the Board at its 6 November 2023 meeting as a key priority to understand the history and needs of community managed, council facilities within Te Pātaka o Rākaihautū Banks Peninsula. The research interviews for this report were funded by Better-Off Funding.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Te Pātaka o Rākaihautū Banks Peninsula Community Managed Facilities Audit Report.

3. Background/Context Te Horopaki

- 3.1 At its meeting on 6 November 2023, Te Pātaka o Rākaihautū Banks Peninsula Community Board approved a grant from its Better-Off Fund to the Banks Peninsula Community Governance Team for an audit of Te Pātaka o Rākaihautū Banks Peninsula community-managed facilities. The Board wanted to get a clear picture of council owned facilities across their communities which are community-managed, in terms of;
 - Levels and types of activation and the stories that sit behind this
 - The value of the facilities and their role in respective communities (including emergency preparedness)
 - The physical state of the buildings – maintenance needs and progress
 - Management systems, practices and funding
 - Identifying actions to address issues and support community activation
- 3.2 Using this funding, staff commissioned Sarah Wylie to undertake interviews and collect data on the facilities.
- 3.3 Council staff then collaborated across teams to compile the data into the attached report.

4. Considerations Ngā Whai Whakaaro





- 4.1 Information within this report represents a snapshot in time of the views of local residents as well as input from staff.



- 4.2 **Attachment B** outlines issues identified by the community as well as staff actions in response to these. This serves as a starting point for addressing the identified needs and therefore improving the state and utilisation of community managed facilities in Banks Peninsula.
- 4.3 A separate report will be presented to the September meeting outlining staff recommendations for how Better-Off Funding may be used to address some of the needs outlined in this report.
- 4.4 The Board may like to provide some feedback on the Audit and the identified actions.

Item 14

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Banks Peninsula Community Managed Facilities Audit July 2024	24/1350476	139
B  	Actions Banks Peninsula Facilities Audit for Board Report 12 August 2024	24/1350481	207

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Authors	Jo Wells - Community Development Advisor Jane Harrison - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula Matthew Pratt - Acting Head of Community Support and Partnerships Matthew McLintock - Manager Community Governance Team

Te Pātaka o Rākaihautū Banks Peninsula Community- Managed Facilities Report

Item 14

Attachment A



Prepared for
Te Pātaka o Rākaihautū Banks Peninsula Community Board
by an independent researcher and Council staff.

June 2024

Note to readers

The Council acknowledges the assistance provided by all those individuals who gave up their time to be interviewed or provided information as part of the present research.

The views presented in the report do not necessarily represent the views of Christchurch City Council. The information in this report was sourced via interviews, focus groups and facility visits by an independent researcher and Council staff. While due care was taken throughout the research process, the council accepts no liability for errors or incorrect statements in the report arising from information supplied during the research process.

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Executive Summary

In 2023 Te Pātaka o Rākaihautū Banks Peninsula Community Board approved a grant for an audit of community-managed facilities in the area to assess their current state, value, physical condition, and management systems. The audit was conducted using a mixed methods approach, including interviews, focus groups, and facility visits.

The audit found that the majority of the facilities were highly valued by the communities, providing a sense of heritage, identity, and a space for an emergency response if required. Volunteer input is strong, with facility activation varying depending on the needs of the community. Data from this audit has been incorporated into this report.

Banks Peninsula’s community facilities play a crucial role in fostering social connections, offering learning opportunities, and hosting community events. However, some facilities require updates and repairs, and there are variations in management systems and communication with the Council.

Overall, the facilities provide residents with a place to actively participate in community life and feel safe and connected.

The community has identified several key themes requiring attention. Some of these can be addressed through the operational maintenance budget, whilst others will require Long Term Plan or external funding. Other themes will be addressed through capacity building, advocacy and staff support.

The table below provides a summary of the key uses of each facility, its physical state and lists the key priorities for the facility according to the **communities who manage and use them**:

Name	Physical state	Needs/Priorities/Wants
Coronation Library (Akaroa)	Excellent	<ul style="list-style-type: none">- Better promotion.- Stronger relationship with Akaroa Museum.- Governance training.
Allandale Hall	Fair - Works needed	<ul style="list-style-type: none">- UV water system checked and any necessary repairs carried out as well any system upgrade required to meet new Drinking Water Standards undertaken.- Resolution of ventilation issues.- Partial floor replacement.
Birdlings Flat Community Centre	Excellent – works needed.	<ul style="list-style-type: none">- Designated storage space.- New chairs.- Resolution of drainage issues in kitchen.- South side deck made usable for large events, including wind protection.- Resolution of cleaning and septic tank overflow issues in adjacent public toilets.
Diamond Harbour Hall	Good – works needed.	<ul style="list-style-type: none">- New fire escape access- Driveway asphalt cracking repaired- Prior notification of planned maintenance/repair work- Support to establish a community emergency hub- Acoustic issues in hall- Installation of solar panels and a water tank to improve resilience

Duvauchelle Hall	Excellent	None
Governors Bay Community Centre	Excellent	<ul style="list-style-type: none"> - Tinted windows or other suitable window treatments to reduce glare. - Regular cleaning of salt deposits on external windows.
Kaituna Hall	Excellent	<ul style="list-style-type: none"> - Better utilisation - Resolution of management and banking issues, with management of the facility being taken over by Council. - External clean of the building. - Regular cleaning of toilets.
Le Bons Bay Hall	Very good	<ul style="list-style-type: none"> - Clarity around maintenance schedules and responsibilities including gutter cleaning. - Support to establish a Charitable Trust to manage the hall. - Support to develop a Community Response Plan and Community Hub
Little Akaloa Domain Community Hall	Good – works needed.	<ul style="list-style-type: none"> - Floor repairs/replacement. - Resolution of wastewater issues. - Kitchen upgrade. - Clarification of legal structure and lease status.
Little River Community Centre	Good	<ul style="list-style-type: none"> - Toilet upgrade. - Additional storage space. - Clarify legal status of the committee and roles and responsibilities. - Provide governance support and establish a lease. - Clarify ownership and use of spaces.
Mānawa Kawhiu Lyttelton Recreation Centre	Good – works needed.	<ul style="list-style-type: none"> - Wheelchair ramps resurfacing - Sports hall floor resurfacing - Squash court painting and floor renovation - Line markings replaced - Rear exit stairs lichen removed - Gymnasium included in Council floor maintenance schedule - Upgraded heating and cooling system - Contract for Service option explored
Okuti Valley Hall	Good – works needed.	<ul style="list-style-type: none"> - Drainage channel cut into path by toilet door. - Urinal replaced - Hole in roof lining of toilets repaired - Perspex fitted to interior windows of toilets - New floor covering extending onto walls installed - Deck replaced - Clarity around CDEM role in an emergency
Pigeon Bay Hall	Good – works needed.	<ul style="list-style-type: none"> - Replacement of an aluminium-framed window in the kitchen - Replacement of the wall-mounted bar heater in the supper room - Toilet upgrade - Portico repair - Plain language lease - Maintenance schedule including spouting clean - Trim trees to the west of the hall - Alternative means of heating main hall
Port Levy Community Hall	Fair – works needed.	<ul style="list-style-type: none"> - Heat pump slopes which mean it can only be used in AC mode or it drains onto the switch board. - Some windows do not open - Men's toilets are in a bad state and are still children's school toilets - Walkway to toilets needs upgrading

		<ul style="list-style-type: none">- Grass area behind hall isn't mown because of the slope- Kitchen upgrading- Canopy to BBQ Area- Roof repair and painting- Exterior painting- Flooring repair- Tree risk assessment on reserve across road
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Introduction

Community facilities are a core service provided by Christchurch City Council to communities throughout the city and Banks Peninsula. These facilities provide vital opportunities for social connection, learning and a wide array of recreational activities and events for local communities. They contribute in significant and meaningful ways to a range of Council Strategies, including Toi Ōtautahi – Arts and Creativity; Climate Resilience; Our Heritage, Our Taonga – Heritage; Physical Recreation and Sport; Strengthening Communities Together; and Urban Development. On Banks Peninsula, these benefits are especially important due to the rural setting and geographical isolation of many of the communities, where the amenities and activities available in the city are not readily accessible to local residents.

Community facilities have an important role in delivering the objectives of CCC's Strengthening Communities Together Strategy. This strategy comprises 4 Pillars that contribute to healthy and thriving communities: People, Place, Participation and Preparedness. Local community facilities provide spaces for people to come together to connect, learn and celebrate; to remember their history and celebrate their heritage and identity; to hold public meetings and consultations about important decisions impacting their communities; and to gather to provide support and information to residents during an emergency.

The majority of Council owned community facilities on Banks Peninsula are managed by committees of local volunteers, responsible for the day-to-day running of the facility. Most do not have a legal agreement with Council, but for many years have ensured the ongoing activation and, along with Council, the maintenance of each building. This report details the historic and current use of 14 community managed facilities on Banks Peninsula, providing important information about the building and those who use and maintain it. It provides the stories behind the buildings, as told by the people who care for and promote the use of each facility.

Background

In 2020, Christchurch City Council produced *Te Mahere kotui o ngā momo Whare-o-hapori – the Community Facilities Network Plan*, updating a plan developed two years earlier. The plan was developed to inform and guide Council and Community Board decision making over the provision of community facilities during the period 2020-2030, enabling a strategic approach where decisions would be based on increased understanding of the city-wide facility network. Scope included community facilities owned and/or managed by Council including halls, community centres, cottages, volunteer libraries, toy libraries, play centres and the like. The plan was informed by provision of related spaces such as libraries, schools and recreation facilities. Community facilities were considered those spaces where people come together for the same reasons, *“creating excitement and a sense of community through social engagement, shared ownership and shared experiences - creating opportunities to engage”*.

In August 2019, Christchurch City Council substantially expanded the delegated decision-making authority conferred on community boards regarding community facilities, and especially around site selection, facility design, operating arrangements and leases (CCC, 2020). The revised Network Plan noted that *“community boards are best placed to make these decisions at a local level as they are often the closest decision-making entity to the communities they represent,”* and better placed to undertake targeted research and stronger community engagement. Community Boards have the delegation to select sites and make decisions on the design of new facilities, alterations to existing facilities and to consider leases and licences of facilities.

The Network Plan mapping of facilities in Banks Peninsula is included as Appendix 1. At the time of writing, Council was putting a *Community Facilities Asset Management Plan* out for consultation, intended to form one component of Council’s LTP planning documents alongside the Activity Plan and Financial Plan. The Asset Management Plan acknowledges *“the impact of underinvestment resulting in longer renewal cycles for fit out and equipment, particularly for the Banks Peninsula facilities.”* (p6) as an issue impacting the Council’s community facilities portfolio.

At its meeting on 6 November 2023, the Te Pātaka o Rākaihautū Banks Peninsula Community Board approved a grant from its Better-Off Fund to the Banks Peninsula Community Governance Team for an audit of Banks Peninsula community-managed facilities. The purpose of this research being to provide them with a clear picture of the current state of the community-managed facilities on the Peninsula, including:

- levels and types of activation and the stories that sit behind this
- the value of the facilities and their role in the respective communities (including emergency preparedness and community hub functions)
- the physical state of the buildings - maintenance needs and progress
- management systems, practices and legal underpinnings.

Sarah Wylie was commissioned to undertake this audit. Sarah is a social and community researcher who has undertaken numerous research projects for Christchurch City Council, many relating to community facilities. The audit took place in late January - March 2024.

Approach

The audit utilised a mixed methods approach.

In-hand information on each of the facilities was requested from the Christchurch City Council Facilities Team. This was supplemented by review of the Community Facilities Network Plan and in some cases, searches of the Christchurch City Council website focused on each facility. Relevant websites for each facility were also reviewed, where they existed, to gather information which aligned with the scope of the audit.

The researcher visited all but one (Duvauchelle Hall) of the facilities within the Banks Peninsula Board area which are community-managed and for general community use. Interviews and/or focus groups (using a semi-structured format) were conducted kānohi ki te kānohi / face-to-face with facility management and key users of 13 facilities. This provided the researcher with an opportunity to see the facilities first-hand, and gather up-to-date photos of the facilities, with a focus on areas requiring updating or maintenance (see Appendix 3). For Duvauchelle Hall, a representative of the hall management responded to the research questions via email. Draft reports on each facility were circulated to all participants for review. In some cases, these draft reports were circulated more widely among their committees. Feedback received led to corrections and/or additional information on each facility being included. In some cases, this was an extensive, iterative process. Christchurch City Council staff also provided input and information where needed.

Christchurch City Council facilities across Te Pātaka o Rākaihautū Banks Peninsula Community Board area

The facilities

The following community facilities in Banks Peninsula are owned by Christchurch City Council and community-managed:

- Allandale Hall
- Akaroa Coronation Library
- Diamond Harbour Hall
- Duvauchelle Community Hall
- Governors Bay Community Centre
- Kaituna Hall
- Le Bons Bay Hall
- Little Akaloa Domain Community Hall
- Little River Community Centre
- Mānawa Kawhiu Lyttelton Recreation Centre
- Okuti Valley Hall (under Parks team)
- Pigeon Bay Hall
- Port Levy Community Hall
- Te Mata Hapuku Birdlings Flat Community Centre

There are other community facilities on the Peninsula that were not included in this report. Okains Bay Hall and the Gaiety are not included as a feasibility study has recently been completed for Okains Bay Hall and the Gaiety is not a community managed facility.

Summary of findings

Activation

The facilities vary in terms of their level and type of activation depending on the nature of the community and the type of building they manage.

The facilities all helped to foster social connection using a range of approaches and activities from the delivery of classes and activities by self-employed tutors, through to management/governance committees taking a purposeful and strategic approach and organising events, activities and volunteering opportunities which directly foster community connection.

Several of the facilities provide opportunities for learning and self-care through activities and classes hosted there. In addition, these facilities are commonly a place for the local community to celebrate and have fun through special events – BYO evenings, dinners, quizzes, BBQs and musical events. A wide range of private family functions, including birthdays, weddings and funerals, are held at some facilities, which are made available as a low-cost option to local residents as well as those in the wider Christchurch area.

In some of the more remote communities on Banks Peninsula people live, work and play in the settlement. Therefore, having a local gathering place where they can all come together, in a time-accessible manner and without having to travel large distances to do so is of considerable value.

Community facilities are often the only public space in which the community can gather. In the less remote communities where many residents commute to Christchurch or a local town for work, people strongly value having somewhere local to engage in fitness, recreation and interest groups for themselves and their children. Locally based community facilities mean that these people do not have to head back into the city at the end of the working day, avoiding travel time, costs and unnecessary carbon emissions.

In summary, most of the facilities in-scope for the community audit provide a place for residents to actively participate in community life, have a strong sense of belonging and identity, and to feel safe and valued.

Voluntary input

Volunteer input is strong, particularly in some of the more isolated rural and coastal communities.

Those activating the facilities appear to be competent and resourceful when it comes to facility maintenance and upgrades and ensuring useability of the facilities in ways that best match community need. There are good examples of the committees behind some of these facilities working cooperatively and collaboratively with Council to enable significant improvements to be made to the facilities with minimal cost to Council. Working bees also act as a key means of bringing the community together, with strong community engagement common.

Physical condition of the facilities

The facilities included are in varying states of repair. Some of the older buildings need updates and repairs, particularly aspects of the toilets, kitchens and floors. Others are newer and require only general upkeep and maintenance. Several have undergone recent refurbishments, and some have been upgraded by local volunteers. One facility is currently closed due to ventilation issues. Buildings that are stated as “earthquake prone” have until 2035 to be brought up to standard. Decisions are still being made around how this will be managed. There is no certainty around the long-term future of these facilities until these decisions are made. This is the same for facilities that are indicated as being at risk due to climate change.

Management systems, practices and legal underpinnings

- Two facilities are governed and managed by Charitable Trusts, whose sole purpose is management of the respective facilities.
- Six community facilities on Banks Peninsula are managed under an Incorporated Society. One recently lost its Incorporated Society status and management is now informal.
- Five facilities are managed by Reserve Committees operating as a subordinate body of the Banks Peninsula Community Board. Reserve Committees work closely with Council staff to produce Triennial Plans for the Reserve, including the facility, with final decision-making sitting with Council staff. The management committee of one of these facilities is currently exploring becoming a Charitable Trust in order to take over management of the building.

- Three facilities have a lease in place between the community-based management and Council, with a fourth under consideration.
- Some committees would prefer a plain language lease.. A one-page document outlining roles and responsibilities and Council contacts for maintenance issues would be of benefit for all groups.
- Governance and management of the majority of the facilities in-scope for the report appeared to be strong.

Communication with Council and Clarity around Roles and Responsibilities

It has been identified that there are some areas where Council staff could improve communication with volunteers who manage the facilities to help them understand their roles and responsibilities. Some of the communities have been supported with training around governance, strategic and financial planning and future activation planning and have found this helpful, while others would benefit from such training to build their governance capacity and competence.

Emergency response / preparedness

Many of the facilities are the only large enough space to play a key role in emergency response for their community. There is a current body of work being undertaken by the local Governance Team and Civil Defence and Emergency Management (CDEM) staff to support communities on Banks Peninsula with community response planning and the establishment of community response hubs.

Heritage and Identity

- One facility has heritage status (Coronation Library - Akaroa).
- Three halls are former schools (Kaituna Hall, Okuti Valley Hall, Port Levy Community Hall), and one a former school hall (Little Akaloa Hall).
- Four of the halls are over 100 years old (Pigeon Bay Settlers Hall, Port Levy Community Hall, Little Akaloa Domain Community Hall and Allandale Hall).

The majority of the community-managed facilities on Banks Peninsula appear to be strongly valued by their communities and many provide a strong sense of history and community identity to residents.

Facilities in detail

Akaroa Coronation Library

Summary	
Heritage	Heritage listed
Voluntary input	Strong from limited pool of volunteers
Activation	<ul style="list-style-type: none">Strong for social connection, learning, volunteering, sense of place and heritage.Purposeful and strategic
Physical state relative to age of facility / use	Excellent
Management systems + practices	<ul style="list-style-type: none">5 trustees and 8 volunteers supervise the facility when open. The committee are functional and have good governance capacity.They have undertaken extensive work enhancing the interior of the facility.
Emergency preparedness/response role	N/A
Community Emergency hub?	N/A
Lease	No
Legal status	Charitable Trust
Role clarity	High level

Coronation Library is situated at 103 Rue Jolie. Built in 1875, the 85m² building meets 44% of National Building Standards and is rated as an earthquake risk. It is a Heritage New Zealand Category 2 listed heritage building. The facility consists of the main library space, a small “ladies’ room” at the front of the building and another small room housing children’s and non-fiction books, and a kitchen and toilet at the rear of the building. There is a small amount of suburban section at the rear of the building, but this is not accessible to library users.



History

The library was built by the Akaroa Literary and Scientific Institute (founded 1860) on land gifted by the local doctor, Daniel Watkins. It operated as a volunteer library and a place for people to meet. By 1911, extensive repairs were needed to the building and a grant was secured from the government to commemorate the Coronation of King George V, and hence the origin of the name. The facility served as Akaroa’s community library until 1989, when this was relocated to the school grounds and operated by Council on that site. The Coronation Literary Institute was established as an incorporated society in 1998 to continue operating the facility as a volunteer library, working in partnership with Christchurch City Council to keep it well-maintained and operating. The facility houses a growing New Zealand reference and fiction collection as well as fiction and non-fiction books. Sale of second-hand books (with EFTPOS available for this) helps generate income which contributes to its operations and

upkeep. It also contributes to sustainability by keeping books out of landfill. It has continually had a small but dedicated volunteer presence in its operations.

Governance/Management

The current management committee, now the Coronation Literary Institute Charitable Trust, has five trustees, and the two members interviewed for this report described the management structure as thriving, but with an insufficiently large volunteer base: their passion for the facility and its potential is very evident. As well as the five trustees, the library has 8 volunteers who take shifts operating the facility when open. Ideally 2-3 more volunteers would be optimal, but like many community organisations, volunteer procurement is difficult.

Legal Agreement, Roles and Responsibilities

There is no formal legal agreement between the Trust and Council, but do understand their responsibilities, especially since a recent meeting with the Facilities and Activation Manager. They understand that Council is responsible for external repairs and maintenance, while they are responsible for the inside from “carpet to walls”. The Trust covers electricity costs. They recently participated in a Council-run governance workshop and would like further Council support in this area. They recognise the need to succession-plan around office bearer roles within the governance body, and hence the prioritising of attracting volunteers.

Activation

Coronation Library is currently open 5-6 days per week from October through to May, and for long weekends and school holidays year-round. Over the last few years, members have worked hard to activate and promote the library. The main spaces have been refreshed with an emphasis on better connecting with locals and engaging with visitors. Visitors are counted, and in January 2024, 1300, people visited the library. The Trust have worked on better promoting the library to residents and visitors and are seeing user numbers steadily grow. Use of the library by local community members is also growing and the facility is starting to attract a younger demographic.

- The facility operates as an information resource for visitors, a volunteer reference library and second-hand bookshop, and a depository for a significant collection of New Zealand-authored books.
- A local book club use it for monthly meetings through winter, and regular volunteer morning teas are also held.
- In the 2023/24 year it hosted a Coronation event, a book launch, a two-day RAWA writers’ workshop, a meeting of Akaroa District Promotions and various other meetings.
- Use of the facility is through koha. Bookings for the facility can be made through the Akaroa Museum and guidelines are in place for this, with use “by empathetic groups for special occasions”.

Condition of the Facility

The Trust has recently purchased new drapes for the front room, which is used as a children’s space, and appropriately furnished this space. They have refurbished the two front rooms, added shelving in the Ladies Room in keeping with the heritage character of the facility, repaired the old Akaroa Borough Council leather board room chairs, revamped a sandwich board promoting the facility, installed a new display cabinet and developed interactive activity zones. They received strong support from local businesses to do this work, with some refusing payment. The Trust would like to see the cleaning of

the skylight in the main library space added to Council’s regular maintenance schedule, as this is difficult for the volunteers to keep clean. Some floor repairs were undertaken two years ago, but the Trust is unsure of the condition of the floor, which may require further work in the longer term. They reported that Council is currently developing a maintenance plan for the facility.

Emergency Preparedness/Community Hub

The facility does not play a role in the event of emergency. With a creek at the rear of the building, they have had some issues with flooding in the past. The trustees see it as marginal in terms of sea level rise risk. Coronation Library is identified in the 2017 Coastal Hazard Assessment for Christchurch and Banks Peninsula (Tonkin & Taylor) as having potential coastal influence (CCC, 2024).

Needs and Priorities

- Council assistance to better promote the library, and the volunteer opportunities within it.
- The development of a stronger relationship between the library and Akaroa Museum. The Trust would like to be able to utilise the promotion and marketing capacities of the museum and see the two facilities as well-aligned.
- Follow up support on governance training.

Allandale Hall

Summary	
Heritage	Allandale Hall contains the war memorial for residents who served in the World Wars.
Voluntary input	Active volunteer base who are wanting to reopen the facility
Activation	Active volunteer base who are wanting to reopen the facility
Physical state or building	Works needed – floor, ventilation, water quality. Currently closed.
Management systems + practices	Governor’s Bay Community Association management and Allandale Reserve Committee advice and support
Emergency preparedness/response role	No
Community Emergency hub	Formerly, and when reopened the Committee would like to see the facility used as a Community Emergency Response Hub.
Lease	No
Legal underpinnings	Banks Peninsula Reserve Committee
Role clarity	Good

The original Allandale Hall at 13 Governors Bay–Teddington Road, is over 120 years old. The original Hall has been added onto on several occasions over the years. It is recorded as meeting 67 % of National Building Standards and is 238 m² in size. It is the only community venue in Allandale–Teddington available for public access and the largest community space in a 10-15 km radius. Living Springs is a large private complex nearby, but it is heavily booked for camps, retreats and conferences. The Hall is currently closed due to issues with ventilation.



History

For people with historic links to the harbour basin, the hall served the upper harbour when transport into town was more difficult: it was a key focal point. It is also the war memorial for this community.

Governance/Management

The Hall is managed by a contractor to the Governor's Bay Community Association who is responsible for the day-to-day running, bookings and cleaning of the Hall. The Allandale Reserve Committee provides advice and support to encourage the activation and upkeep of the hall. Council maintains the reserve that the Hall sits on.

Legal Agreement/Roles and Responsibilities

There is currently no legal lease agreement with Council. The group have requested and worked with Council staff on a simple "plain English" lease.

Activation

When the facility was in use, it was a popular low-cost venue for:

- weddings, birthdays and funerals. It typically had three weddings booked per month during "wedding season", serving the harbor basin but also people from the wider Christchurch community and beyond.
- large community fundraisers such as quizzes, school discos and other full school events (Governors Bay Primary School does not have a School Hall).
- When in use, community meetings and fundraisers were able to be held at no cost as long as they cleaned the facility after use as needed.

Self employed tutors are charged \$20/hr, community events with door charges/prepaid tickets \$150/day, private social events such as weddings \$450/day including cleaning, commercial events \$550/day and three-day weekend hires \$750, with \$300 bonds applied for events.

Condition of the Facility

The hall was closed following the Canterbury earthquakes, with earthquake repairs completed in 2017-18. A new kitchen, accessible toilets, large doors opening to a new deck and new wiring were added. The original rimu floors in the hall were also revarnished and the hall painted inside and out. The Reserve Committee were extensively involved with the hall during its earthquake repairs.

Despite the recent renovations, there is now damage to the floor with some areas rotting as a result of inadequate ventilation of the subfloor. Investigations have revealed that additions over the years have blocked off the original natural ventilation flow. The repairs undertaken in 2017-18 were for earthquake damage only, so did not rectify this issue. Allandale Hall is in a low-lying, coastal location with a high water table. If the sub-floor ventilation are not addressed the rot will progress. The Tonkin

and Taylor Coastal Hazard Assessment undertaken in 2017 identified Allandale as being an area with “potential coastal influence” in the future.

A notice was issued from Council on 28 November 2022, reporting that air sampling showed elevated fungal spore counts. The hall remained in use but with notices displaying this information, which was also shared via the Governors Bay Community Association website, which handled the bookings for the facility.

In mid-2023, E Coli was detected in the water supply for the facility (which runs from its own well) and it was closed by Council. No further investigations have taken place to date but the cost to resolve and maintain is high with ongoing costs potentially exceeding \$6,000 and install being approximately \$35,000.

Emergency Preparedness/Community Hub

The facility has an array of boxes of Civil Defence equipment but has not been used in that manner for some years, Governors Bay Fire Station and school fulfilling such a role more recently. However, the Committee are keen to make Allandale Hall available as a Community Hub in the event of an emergency, recognising that it is the largest public gathering space in at least a 10–15-kilometre radius and that the Fire Station and school may well be required for other purposes, depending on the nature of the emergency.

Needs and Priorities

- UV water system checked, and any necessary repairs carried out as well any system upgrade required to meet new Drinking Water Standards undertaken.
- Resolution of ventilation issues.
- Partial floor replacement.

Birdlings Flat Community Centre

Summary	
<i>Heritage</i>	No
<i>Voluntary input</i>	Strong – good number of volunteers, high capacity
<i>Activation</i>	<ul style="list-style-type: none"> • Strong for social connection, physical activity, learning, volunteering • Purposeful and strategic
<i>Physical state of building</i>	Excellent
<i>Management systems + practices</i>	<ul style="list-style-type: none"> • Birdlings Flat Community Centre has 10 committee members.
<i>Emergency preparedness/response role</i>	Yes, a local community response group was established in 2023
<i>Community Emergency hub</i>	Yes – only place for the community to gather
<i>Lease</i>	Yes
<i>Legal status</i>	Incorporated Society
<i>Role clarity</i>	High level



Peninsula as having potential coastal influence.

Te Mata Hapuku Birdlings Flat Community Centre, 157 Poranui Beach Rd was built in 2016, is 145m² in size, and fully compliant with National Building Standards as a new building. The facility comprises a meeting space which opens onto a deck on both the beach and roadsides of the building, a kitchen, a consulting room and accessible toilet. It is the only gathering space in the community. The facility is identified in the 2017 Coastal Hazard Assessment for Christchurch and Banks

History

The facility was developed by local residents, who wanted a community space in which they could come together. The Akaroa/Wairewa Community Board successfully gained some post-earthquake funding and along with the Little River Wairewa Community Trust, advocated to Council for its development. The Trust also sought external funding, project managed the build and the facility sat under their umbrella while it formed its own management body. Once a constitution was developed and Te Mata Hapuku Birdlings Flat Inc. Society was formed, the management of the facility was transferred to this group.

Governance/Management

The Hall Committee currently has 10 members. The committee has a bookings officer role that is rotated on a 3-monthly basis. There is also an events Committee, comprising members of the Hall Committee and other Birdlings Flat residents. Activities at the centre are promoted via the Little River Wairewa Community Trust newsletter and Facebook page as well as locally.

The committee are looking at developing a marketing strategy to try and attract more commercial and government agency users of the space, which is well-suited to team building activities, workshops and wānanga, family group conferences and other small community meetings, especially now that Wi-Fi is available.

Legal Agreement, Roles and Responsibilities

The committee have a lease with Council for the facility. They are very clear about their role and that of Council and understand what they can and cannot do within the facility, their responsibilities and those of Council. They have a point of contact in relation to the lease agreement.

Activation

The committee delivers a range of events, and connections are being formed through these.

Activities include:

- Annual Quiz Night Hall fundraiser
- Annual Bigger Better Birdlings Garage Sale Hall fundraiser
- Annual Mid-winter community Christmas dinner

- Christmas Grotto
- Matariki got Tamariki
- Annual Steam Punk events
- Weekly table tennis
- Monthly Soup and a Bun
- Monthly board and card games
- Twice weekly community walks
- Monthly "Sharing our Stories" community talks
- Private functions including birthdays and Christmas events
- Table tennis evenings
- Art classes
- Monthly Kahikura Kaumatua
- Rongoa sessions
- Māori traditional music sessions

Hireage rates for the facility are \$10/hr for private functions, community fundraisers and events, \$15/hr for small businesses and organisations under 20 employees, \$25/hr for larger organisations and businesses, with special rates for multiple day and weekend bookings, while Birdlings Flat residents can access the facility at no cost for community events.

Condition of the Building

Te Mata Hapuku Birdlings Flat Community Centre is in excellent condition. The building was repainted two years ago by Council. There are public toilets adjacent to the facilities that are only cleaned twice a week and would benefit from more regular cleaning. The septic tank periodically overflows into the playground beside the community centre and the committee would like to see it emptied more regularly, particularly as Birdlings Flat has seen a strong and steady rise in visitor numbers over the past few years due to increased publicity around the quality of fishing on its beach, gemstone finds, and the visibility of the aurora Australis from the beach. This work has now been completed.

The committee has identified that the outdoor heat pump unit has not been treated with anti-corrosion treatment which should be done on a regular basis given its coastal location. They are also concerned that the sink-to-septic tank connection may have an issue, with the sink slow to drain, and the issue not relating to blockage of the S-bend. The committee are also keen to secure funding to upgrade their chairs, which were acquired second-hand and are in a poor state of repair.

The committee would like to see the deck on the seaside of the building extended with some permanent wind protection and coverage added and doors that open out so that this space can be utilised alongside the indoor space. Without wind protection the deck is often unusable.

The facility has very little storage, and the smaller meeting room, which was originally intended as a consulting room for mobile health professionals and other social services, ends up being used for this purpose. The facility needs dedicated storage space so that it can be activated as originally intended. Storage is also required for supplies and equipment to function as a Community Emergency Hub. The addition of 2 purpose-built storage sheds to meet this need have been costed and approved by Council Parks, Property and Leasing staff, but currently there is no funding available for this work.

Emergency Preparedness/Community Hub

A Community Response Plan has been developed by a community committee with support from CDEM and is now in place. The community facility will act as a community hub within the context of this plan. The hall committee have applied for Community Board funding for emergency hub equipment appropriate to this use and a comprehensive first aid kit.

Needs and Priorities

- Designated storage space
- New chairs
- Resolution of drainage issues in kitchen
- South side deck made usable for large events, including wind protection.
- Resolution of cleaning and septic tank overflow issues in adjacent public toilets.

Diamond Harbour Hall, Community Centre and Library

Summary	
Heritage	No
Voluntary input	Strong
Activation	Strong for social connection, physical activity, learning, enjoyment and volunteering.
Physical state of building	Some enhancements needed to path, drainage, acoustics and fire escape
Management systems + practices	Diamond Harbour Community Centre has 10 committee members, and the committee is functional.
Emergency preparedness/response role	Yes
Community hub	Yes
Lease	Yes
Legal status	Incorporated Society
Role clarity	High level

Diamond Harbour Hall, Community Centre and Library was built in 1954 and was rated in the facilities network plan as in good–fair condition. The facility is 960m² and comprises several bookable spaces – a hall with stage and wooden floor with badminton court marked out, and two carpeted meeting rooms: the Green Room which is larger in size and a smaller Committee Room. The facility has a well-equipped kitchen and modern toilet facilities including an accessible toilet and shower. The building meets 45% of the National Building Standard and is identified as an earthquake risk. Besides the hall and community centre, Diamond Harbour has two other community facilities - St Andrews Church Hall and the former Scout Hall which is operated as an arts and crafts venue.



Governance/Management

The facility is managed by Diamond Harbour Community Association, a 10-member committee which meets monthly. While there are some issues with volunteer recruitment, the committee is strong. Bookings are made online for the facility via the diamondharbour.info website. A volunteer garden group meets monthly to maintain the grounds of both the hall and adjacent Stoddart Cottage.

Legal Agreement, Roles and Responsibilities

Diamond Harbour Community Association, an Incorporated Society, have a lease in place with Council for the facility. They are very clear on their responsibilities and obligations under this lease. Christchurch City Council undertake the maintenance of the fabric of the building, while the committee manage bookings, promotion of the facility, interior cleaning and some garden maintenance.

Activation

Users of the facility mostly come from Port Levy-Teddington and the eastern side of the harbour, but with the ferry, they were also aware that some of the participants in the groups held at the hall also came from Lyttelton. Demand for the facility has steadily increased over time.

The following groups regularly use the facility:

- Diamond Harbour Historic Association (meets monthly)
- Diamond Harbour Community Association (meets monthly)
- Community Hub / Resilience Team (meets monthly)
- Diamond Harbour Reserves Committee (meets monthly)
- Bridge Club (meets weekly)
- Karate (weekly)
- Harbour Dance Group (meets 3 times per week)
- Diamond Harbour Garden Club (meets monthly)
- Tai Chi (two providers – two sessions weekly)
- Physiotherapist books out one of the smaller rooms one-two days per week (daytime)
- Camera Club (monthly)
- Diamond Harbour Singers (weekly)
- Harbour Church (weekly)
- Unravel Dance (weekly)

- Badminton Club (weekly)
- The hall is used for the end-of-year production of Diamond Harbour School, regularly for quizzes, and hosts the Diamond Harbour ANZAC service each year.
- It is the site of the Diamond Harbour polling booth for central government elections and hosts Meet the Candidate events and large community consultations.
- It is used at times for funerals and large family gatherings.

Hireage charges were last reviewed in October 2020 and are about to be revised. The current charges have different rates for community groups and self-employed tutors, community functions, private functions and commercial and corporate events. The committee are moving to fixed hourly rates, with the rate per hour increased by \$1 over 2020 rates.

Condition of the Building

The committee sees the priorities for further work as being repair of drainage and concrete paving at the front of the building, with the area not draining properly in rain, and concrete paving down the hill driveway cracked and posing a trip hazard.

They are also keen to have a new fire exit installed via double doors leading onto a balcony adjoining that of the rugby club which is an attached building. The existing fire exit from the Green Room leads down some very steep and shallow stairs that are not easy to use for older people or anyone with a mobility limitation. This work has been costed by Council and is being considered for action in 2024. The committee are also keen to have acoustic panels added to the hall to extend the range of uses for the hall space, and improved signage to help with wayfinding. They have raised funds to install solar panels to the hall as part of their effort to become more resilient as a facility. They have now found that they can go ahead with solar panels in this area without the roofing iron being replaced.

Emergency Preparedness/Community Hub

The local Emergency Response Group is separate to the Diamond Harbour Community Association but has a representative on it. This group would like to have a Memorandum of Understanding in place with Council regarding use of the facility in the event of an emergency. The committee would like clarity on what would need to happen for the facility to be used as a community hub for residents in the event of an emergency. They would like to have a water tank installed so that coupled with solar panels, it could offer a resilient community space in the event of an emergency.

Needs/Priorities

- New fire escape access
- Driveway asphalt cracking repaired
- Prior notification of planned maintenance/repair work
- Support to establish a community emergency hub
- Acoustic issues in hall
- Installation of solar panels and a water tank to improve resilience

Duvauchelle Hall

Summary	
<i>Heritage</i>	No
<i>Voluntary input</i>	Limited
<i>Activation</i>	Infrequent community use
<i>Physical state of building</i>	Excellent
<i>Management systems + practices</i>	Managed by CCC staff at Holiday Park
<i>Emergency preparedness/response role</i>	No
<i>Community Emergency hub</i>	No
<i>Lease</i>	No
<i>Legal status</i>	Reserve Committee
<i>Role clarity</i>	High level

Duvauchelle Hall, 6039 Christchurch Akaroa Road was built in 1940 and was rated in 2020 as in fair condition. It meets 67% of National Building Standards. The building is 177 m² in size and consists of a wooden-floored hall, a carpeted meeting/supper room and kitchen and toilets, with a capacity of 120.

A fire extinguisher check is undertaken annually by Council (June) at a cost of \$1360, and Building WOF and IQP monthly and annual checks are also scheduled, at an annual cost of \$1,130.

To the community of Duvauchelle, the hall is a place they can hold community and public meetings, where polling occurs for elections and a space that the community can hire out for private functions. The community also has a building at the Duvauchelle Golf Club and these buildings are available for hire. The hall by the Duvauchelle Reserve Committee (which operates in the same manner as other Reserve Committees) which also manages the local camping ground. Day-to-day management of the hall (bookings, arranging maintenance, cleaning etc.) is administered by Council staff employed to manage the Duvauchelle Holiday Park. This system is seen as working very well. The Reserve Committee are clear on their roles and responsibilities as are the council staff at the Holiday Park.

The hall is used for Duvauchelle Gym, for the Reserves Committee monthly meetings and for regular meetings of the Duvauchelle Show committee. The Committee estimates that it is in use for 20-30 hours per week, presumably with the bulk of this use being for the gym, the equipment of which a member of the committee monitors. The committee see the biggest barrier to its activation as people not knowing about it. The hall has a very limited digital footprint. It is not discoverable through Google search of "Duvauchelle Hall" but does have a CINCH listing under halls for hire.

The fee structure is managed by Council staff at the Holiday Park. According to CINCH, non-profit / community users pay \$8/hr, \$30/half-day or \$60/day, self-employed tutors \$10/hr, \$40/half-day and \$80 / full day, with higher rates for private social events, community events with door sales, commercial users and also high charges if users wish to secure the whole complex.

It underwent earthquake remediation and reopened in 2013. No maintenance needs were highlighted.

The facility is identified in the 2017 Coastal Hazard Assessment for Christchurch and Banks Peninsula (Tonkin & Taylor) as having potential coastal influence (CCC, 2024), so does not play a role in earthquake but could provide temporary accommodation in the event of other emergencies. While close to the sea, it is built up off the ground.

Governors Bay Community Centre

Summary	
Heritage	No
Voluntary input	Strong
Activation	Strong for physical activity, learning, moderate for social connection
Physical state of building	Excellent
Management systems + practices	Governors Bay have a strong committee, and utilise a paid manager for the facility, 2 hours per week.
Emergency preparedness/response role	No
Community Emergency hub	Yes – only place for community to gather, but very small
Lease	No
Legal status	Incorporated society
Role clarity	High level



Governors Bay Community Centre, Cresswell Avenue was built in 2016 and is fully compliant with National Building Standards. The 175m² facility consists of a main hall, small kitchen and a small meeting room used for storage. Toilets adjoining a covered walkway outside also function as the public toilets for Governors Bay. There are no other similar facilities in Governor's Bay and the facility manager fields a lot of requests for venue hire that they cannot accommodate due to the small size of the building. The local hotel does

have a room available for rent, but it is more costly than the community facilities and not suitable for many activities.

History

The facility was built in 2016 following the loss of the previous facility in the 2011 earthquakes.

Governance/Management

The facility is managed by the Governors Bay Community Association, a legal entity with a healthy membership in place, and which holds monthly meetings, with minutes available on their website,

www.governorsbay.nz. It employs a facility manager for two hours per week (plus voluntary input) to manage bookings and ensure the cleaning of the Community Centre – this is undertaken by hirers themselves or by the facility manager depending on use, and to liaise with Council as appropriate regarding maintenance. This person also performed the same role for Allandale Hall when it was operational.

Legal Agreement, Roles and Responsibilities

There is no lease in place between Council and Governors Bay Community Association for management of the community centre. The GBCA have requested an easily understandable, plain English lease that they would not need a lawyer to help them understand. The facility manager is very clear on her role and has a close working relationship with a member of the Facilities team at Council.

Activation

The facility is the place in Governors Bay for after school activities for children, and a range of classes for adults. It is the central gathering place for the community outside of the local hotel. Families from Governors Bay typically have parents who work in Christchurch, and after school hours they tend to want to stay local rather than travel back to the city: they strongly value being able to access activities for their children locally, and indeed for themselves. Activities in the centre include:

- dance classes two afternoons per week
- two different Pilates classes and a weekly yoga class
- a monthly garden club meeting
- Regular bookings are in place Mondays, Tuesdays and Fridays.
- The facility is also used by Governors Bay School 3-4 times per month for a range of one-off events such as birthday parties, family gatherings, and wakes
- It is available for workshops and retreats, community meetings and consultations, and as the polling booth for central government elections.
- It is routinely activated for 16 hours per week.
- Most weekends there is a full day booking in place for one purpose or another.

Bookings are made via an online booking form on the Governors Bay community website and can also be made via email or phone. All users sign a hireage agreement.

Hireage rates are as follows:

- Community Service use is at no cost (meetings that benefit the local community, e.g. PTA, GBCA, Jetty Trust, Bird Safe)
- \$20 Self- employed tutor (per hour)
- \$100 Private social events, family functions (per day)
- \$125 Commercial events – hire by corporates, government and seminars (per day)
- \$75 Community events with door charges or prepaid tickets
- \$250 Weekend hire (Friday night to Sunday night) e.g. weddings
- There is a \$300 Bond for events – refunded subject to condition after the event.

Condition of the Building

The building is in excellent condition, with Council being responsible for the external repairs and maintenance and the Community Association taking care of internal cleaning.

There is no programmed cleaning of the windows, and these are prone to salt deposits. A local company has recently cleaned these at no cost. The committee are currently working to get the windows tinted on the east side of the hall to preserve the floor from sun damage and make the facility more useable as it is very bright inside during daytime classes.

Emergency Response/Community Hub

The facility has not recently been used in the event of emergency but may be used as a site for a pop-up Community Emergency Hub, depending on the nature of the emergency. The facility sits high on the hill, so sea level rise is not a concern, while fires pose a greater threat to Governors Bay, and the community has recently been impacted in this way during the recent Port Hills fires.

Needs and Priorities

- Regular cleaning of salt deposits on external windows
- Tinted windows or other suitable window treatments to reduce glare

Kaituna Hall

Summary	
Heritage	Kaituna Hall was for a very short time in the 1930s a school and stored the local school bus before being repurposed as a hall.
Voluntary input	Limited
Activation	Red Cross activities support social connection, helping others
Physical state of building	Excellent
Management systems + practices	The Ataahua Reserve Committee has decided that they do not have the capacity to establish a new legal entity to manage the hall, which will now be placed under Council management.
Emergency preparedness/response role	No
Community Emergency hub	Yes, the only place for community to gather
Lease	No
Legal status	Kaituna Valley operate as a Reserve Committee
Role clarity	Demonstrable lack of clarity around their roles and responsibilities regarding maintenance



Kaituna Hall, 2531 Christchurch Akaroa Road was built in 1930, It is 160m² in size and rated in 2020 by CCC as in good condition. It fully meets National Building Standards following extensive renovations within the last few years. It comprises a large hall and kitchen, with toilets to the rear of the building.

History

The hall is located on the Ataahua Domain adjacent to State Highway 75 near the entry into Kaituna Valley. It was built originally as a school until 1939 when the school closed, and its use shifted to first housing the school bus and then as a hall (added onto in the 1940s). Ataahua Domain used to be the home of a cricket club, with its own sports pavilion which is still in place. Originally there was a Kaituna Hall Committee and a Reserve Board, but the two bodies merged in 1978 as Ataahua Reserve Board. Management of the facility was taken over by the Borough Council in 1983 and merged into Christchurch City Council in 2006.

Governance/Management

The hall is currently managed by the Ataahua Reserve Committee, although this is in the process of being handed over to Council under the Terms of Reference for all Peninsula Reserve Committees who are no longer able to operate bank accounts or handle finances for Council owned facilities on reserves. The Reserve Committee has 6 members and has been unable to recruit new members in recent years due to the small and aging population of Kaituna Valley.

Legal Agreement, Roles and Responsibilities

There is no lease in place for the building. Up until the time of the Canterbury earthquakes, working bees were held and the Reserve Committee undertook projects such as painting of the facility. Since then, Council have undertaken all maintenance, mown the grounds, and upgraded the facilities. The Board is not a legal entity and has had trouble deciding what to do about this. Their preference is not to become a legal entity and they prefer to leave Council to maintain the facility.

Activation

The community of Kaituna Valley has changed significantly over the past few decades. Especially in recent years, many of the farms have been sold to a large corporation, which holds 5,843 hectares of farmland in the area. Their workforce tends to socialise together, and because of this the community feels like it has shrunk dramatically. Traditionally, the hall was a place for locals to hold birthdays, weddings, funerals and other functions, but changes in the community have seen demand drop off, and the hall has not been used in this way for some time. While the public toilets by the cricket building are reportedly quite well-used, the hall itself, while in a very good state of repair, is very under-utilised. In the past year, the hall has hosted only 7 functions as far as the committee were aware. Events in the past year were:

- 5 Meetings of the local Red Cross Branch
- A community Christmas dinner put on for the local community by the Red Cross branch which attracted 86 attendees
- Annual three-day dog trial competition.
-

Hireage is at the Chair's discretion when he takes the bookings. The Red Cross paid \$40 to hire the facility for the Christmas party and pay a token amount to use the hall for their meetings. Activation of the hall occurs on a less than monthly basis, and some months it is not used at all. The committee cannot see this changing, just reflecting a lack of population and sense of community.

Condition of the Building

Council has completed extensive refurbishment of the hall in recent years. A heat pump has been installed, a new kitchen fitted, the timber floor of the hall was sanded back, the building painted inside and out, LED lighting installed throughout, the roof and spouting replaced, and a new water tank installed. There is some clarity needed regarding ongoing maintenance.

Emergency Preparedness/Community Hub

Prior to the refurbishment, there was a Civil Defence box at the hall, but this was removed during renovations. They committee understand the hall could be taken over by Council in the event of an emergency. They do not have emergency response plans in place and do not play such a role.

Needs and Priorities

- Better utilisation
- Resolution of management and banking issues, with management of the facility being taken over by Council
- External clean of the building
- Regular cleaning of toilets

Le Bons Bay Hall

Summary	
<i>Heritage</i>	Le Bons Bay Hall was built by local property owners and while not a very old building, replaced another facility also developed by the local community. The building is constructed from locally milled timber.
<i>Voluntary input</i>	Strong
<i>Activation</i>	<ul style="list-style-type: none"> • Strong for social connection, volunteering • Purposeful and strategic
<i>Physical state of building</i>	Very good
<i>Management systems + practices</i>	Le Bons Hall has a strong committee in place. They have good community support for maintenance and enhancement of the facility.
<i>Emergency preparedness/response role</i>	Yes, - keen to get solar panels and back-up batteries fitted to increase capacity to respond in emergency.
<i>Community Emergency hub</i>	Yes – only place for the community to gather
<i>Lease</i>	No
<i>Legal status</i>	Reserve Committee
<i>Role clarity</i>	Good

Le Bons Bay Hall, 962 Le Bons Bay Road, overlooking the Le Bons domain was built in 1980, is 160m² in size and rated in 2020 by CCC as in good condition. The building meets 46% of National Building Standards and is rated as an earthquake risk. It comprises a hard floor hall, with adjacent kitchen and toilet, disabled-accessible toilets and a storeroom. The hall is the only sizeable community facility in Le Bons Bay, the Peace Memorial Library, being a very small heritage-listed building built in 1919.



History

The facility was built by local residents and bach owners, with the existing building a replacement for one originally built by locals using a government DOC grant made in the 1890s. The old pavilion was relocated to the property of a local artist around 1979. The facility, which is built from locally milled timber, overlooks a grassy reserve that formerly hosted a cricket club until the 1990s, and is now utilised for an annual bay cricket match, New Year's Day celebrations, school trips, car rallies, picnics and the like. To the side there are tennis courts, built in 1959. Both the reserve's grass area and tennis courts were also developed by local residents, with Akaroa Borough Council allowing them to take shingle from their quarries for the development, and locals providing the labour to clear and level the land.

Governance/Management

Le Bons Bay Community Centre is managed by the Le Bons Bay Reserve Committee, which currently has 8 members. The committee is very active and hands-on in the maintenance of the facility and the surrounding reserve. The committee operates under the Banks Peninsula Reserve Committee Terms of Reference and consult the Reserve Committees Handbook and Council staff on operational matters.

Previously the committee has held its own bank account, and managed finances for the hall, with surplus money in the bank being use for maintenance and repairs as required. This is no longer allowed under current Reserve Committee Terms of Reference. The committee very much value the autonomy to manage and maintain the facility and are exploring establishing a Charitable Trust to continue managing all aspects of the hall.

Legal Agreement, Roles and Responsibilities

There is no lease in place between Council and the Reserve Committee, but the Trust, once registered, will hold a lease for the building. The committee feel very clear on what their responsibilities are, with committee members doing the cleaning, washing down the facility, clearing up damage when it happens, rodent control, hiring out the facility and ensuring that hall users comply with rules of use for the hall and the reserve.

Activation

The facility mostly serves the local population and people connected to the bay. Bach owners are an integral part of the local community, with many families owning baches there over several generations. With increased digital connectivity in recent years, the bay has seen a change in its population composition with more residents working from home. Overall, the facility has a relatively low level of activation, but fulfils a key community need, with any other facility some distance away and not connected with this distinct community.

In the recent past, two committee members have milled wood from trees which required removal, had these processed into fence batons and sold them back to local farmers as a fundraiser. The wider community regularly joins in as needed to undertake repair work and general maintenance.

The facility is used for:

- celebrations of impending births, funerals, weddings and family celebrations
- election polling and candidate pop-ups
- an annual mid-winter dinner for the community
- a pre-Christmas barbeque
- meetings
- arts and craft workshops
- conservation initiatives
- FENZ trainings
- a local choir that meets on an ad hoc basis.
- It is also used by several musical groups for concerts, which draw people from Le Bons as well as the surrounding bays.
- It supports the running of the New Year's Day sports day at the reserve and the annual cricket match.

Bookings are charged at different rates depending on the use. The fire brigade is not charged, given that the relationship between the committee and the fire service is very two-way. Weddings are charged at \$400-600, while some other users are asked to pay a koha. Bookings are taken by one of the committee members by phone.

Condition of the Building

Both the exterior and interior of the facility have been painted in recent years by Council and the building itself is now in good shape. The driveway has also been resurfaced in 2024. The committee has paid for smoke alarms to be installed by a local electrician, who provided them at cost and no labour charge, with placement advice provided by FENZ. They also pay FENZ to do regular checks on the fire extinguisher.

Staff are currently working to supply an update to date maintenance schedule. They would like to agree on a maintenance budget with Council each year and manage maintenance and repairs themselves. The committee prefers to use local tradespeople, many of whom donate services for free or at markedly reduced rates, making maintenance costs much lower than they would be if Council managed these. However, the recent interior painting of the hall was undertaken by a local tradesperson, with Council paying for and managing this work.

The committee believes that cleaning of guttering should be on a Council maintenance schedule but were not aware of this happening. While one of the members has cleared the gutters as needed in the past, now aged in his 80s, he no longer feels able to work at height. Cleaning the guttering is important as the rear spouting is the source for the potable water tank.

Emergency Preparedness/Community Hub

To the community of Le Bons Bay, the hall is its emergency response hub since the school closed and is now unusable due to flooding risk. It is the hub of the community and the only facility of useable size in the bay.

Le Bons Bay has experienced snow-ins, landslip-related road closures and flooding, with incidences of major flooding in recent years. A local FENZ specialist has been working with key members of the community around climate resilience and sea level rise and the committee has expressed interest in working with CDEM staff to develop a Community Response Plan and establish a Community Hub at the hall. The facility is identified in the 2017 Coastal Hazard Assessment for Christchurch and Banks Peninsula (Tonkin & Taylor) as having potential coastal influence (CCC, 2024).

Needs and Priorities

- Clarity around maintenance schedules and responsibilities including gutter cleaning
- Support to establish a Charitable Trust to manage the hall
- Support to develop a Community Response Plan and Community Hub

Little Akaloa Domain Community Hall

Summary	
Heritage	Little Akaloa Hall was the former school hall, and was relocated to its present site
Voluntary input	Limited
Activation	Some activation for social connection, helping others
Physical state of building	Some enhancements needed
Management systems + practices	Reserve Committee whose office holders do not reside in the bay. Day to day management by ex-members of the committee
Emergency preparedness/response role	No – however Council staff have met with the group regarding setting up an emergency plan.
Community Emergency hub	Yes – only place for community to gather
Lease	No
Legal status	Reserve Committee
Role clarity	Poor for day-to-day managers, unknown for office holders. The two people interviewed are not on the committee and the office holders did not respond to requests for an interview.

Little Akaloa Domain Community Hall, 584 Little Akaloa Road is a small 87m² hall that was rated in 2020 by CCC as in fair condition. According to Council records, it meets 100% of National Building



Standards after earthquake repairs were completed. The building has a management plan in place around asbestos in the building. The hall consists of a wooden floor hall with alcove to the side housing a piano and pool table, and a large but basic kitchen (not rodent proof) at the rear of the building. The hall is serviced by a separate concrete block toilet block which sits above it on the hillside.

History

The hall was built in 1920 as the original school hall for Little Akaloa and relocated to the reserve when the school closed in the late 1980s. Until around 7 years ago when it folded, Little Akaloa Tennis Club operated from the Pavilion: there are two tennis courts, one of which is Astroturf and one a hard court. The courts are still well-used by locals, and one has a basketball hoop mounted.

Governance/Management

The hall is managed by the Little Akaloa Reserve Committee, a 12-member committee two-thirds of whom are bach-holders and one third locals. A local couple whom the researcher met with, keep an eye on the facility and contact the Reserve Committee if an urgent maintenance issue arises. They have been involved with the facility for around 12 years.

Legal agreement, Roles and Responsibilities

The Reserve Committee is known to want to support wider amenities within the Bay but is currently only able to operate within the Terms of Reference of a reserve committee. They have until October this year to work through options and decide how to move forward. They are unable to continue to handle money as a reserve committee.

Activation

The facility currently has limited use. There are no regular classes or community activities at the hall, and it would be used on less than a weekly basis. Those interviewed did not see potential for further activation of the facility, feeling that people tend to socialise with smaller sectors of the community rather than as a bay, and come to Little Akaloa to get away from things.

- 1-2 weddings per year, most commonly for people from the wider Banks Peninsula area.
- public meetings, with a recent example being a meeting to establish a water committee.
- An annual Christmas dinner is hosted for the community at the hall by a well-known chef and local bach-holder.
- A group of local men meet during the winter to play pool in the hall, and to gather in the pavilion.
- The hall is free for locals to use, and charged at \$100/day for other bookings, banked to the Reserve Committee's account.

Condition of the Building

The hall was brought up to 100% of National Building Standards following the 2011 earthquakes repairs completed alongside replacing the roofing iron, relining the interior, and repainting the interior.

The floor is impacted by borer The kitchen sink drains under the hall and is apparently not connected to a wastewater pipe. The kitchen is in need of upgrading. Local residents undertake minor repairs as needed.

Emergency Preparedness/Community Hub

The facility is the sole community gathering place for Little Akaloa. It has not played a role in an emergency but could do in the future. The facility is identified in the 2017 Coastal Hazard Assessment for Christchurch and Banks Peninsula (Tonkin & Taylor) as having potential coastal influence (CCC, 2024).

Needs and Priorities

- Floor repairs/replacement
- Resolution of wastewater issues
- Kitchen upgrade
- Clarification of legal structure and lease status

Little River Fire Station Community Centre

Summary	
Heritage	No
Voluntary input	Limited
Activation	Strong for social connection, physical activity, learning
Physical state of building	Good
Management systems + practices	Little River Community Centre apparently has a committee, but they do not meet in practice. The facility is managed by one person, assisted in hall cleaning by a whānau member, also a committee member.
Emergency preparedness/response role	Yes - via association and proximity to FENZ – FENZ-led. A local group is currently working on a Community Response Plan.
Community Emergency hub	Yes, planning for this is underway
Lease	No
Legal status	The Committee was previously an Inc Soc but was removed from the register in 2023
Role clarity	Good in relation to maintenance, poor in relation to governance

Little River Fire Station Community Centre, 40 Western Valley Road is 360m² and was opened in March 1984 and rated in 2020 by CCC as in fair condition. The facility is 67% compliant with National Building Standards and comprises a large wooden floor gym with an under-sized basketball court and marked badminton courts. The circus arts user has had aerial apparatus fitted from the roof. The facility has two toilet areas, with disability accessible toilets off the foyer. There is a well-appointed kitchen and a meeting room which sit between the gymnasium and the fire station which is part of

the whole facility. The Little River Rugby Clubrooms are also located in the Awa Iti Reserve and can accommodate a range of uses. This facility complements the community centre as it caters for smaller groups. There are smaller meeting rooms available for hire at the Christchurch City Council Service Centre located in the centre of the Little River township.



Governance/Management

The Little River Community Centre is reportedly managed by a hall committee with 11 members, but in practice, the committee does not meet formally, and the Chair is the decisionmaker for the facility. The committee was an Incorporated Society from around 2008, however it was removed from the register in 2023 due to failure to provide annual financial reports.

Legal Agreement, Roles and Responsibilities

The committee does not have a lease with Council and understand that they are responsible for its day-to-day operation and cleaning, while Council maintains the building. Ownership of the kitchen and meeting room is unclear to the community centre committee, but they assume 50:50 ownership with FENZ. The kitchen and meeting room have shared use between the Community Centre users and the fire service, but this is negotiated on a case-by-case basis. The meeting room serves as a social space and training space for the Fire Brigade and is rarely used by the public.

The committee take responsibility for cleaning the hall (a committee member does this on a voluntary basis and is given an annual koha as recognition of this). A recent move to using a ride-on mower has reduced the quality of this work, so one of the local retired volunteer firemen now mows it. The Fire Brigade run an annual working bee in spring and clean down the exterior of the building. Council are responsible for repairs as the committee understands it. The committee is satisfied with the arrangement between them and Council regarding the facility however there is a lack of accountability for the management of the hall which needs to be addressed.

Activation

To the Little River community, the centre is its community hub, and the facility is well-utilised, although this has not always been the case with community use increasing steadily since the early 2000s. Most of the activities held at the centre serve the local community, with some attracting visitors from outside the area.

- Pilates
- Circus art classes
- Yoga classes
- Badminton group
- Ju Jitsu
- Dance classes
- Fire brigade cadets
- Private functions
- Little River School uses the facility when it is available (especially in winter)

- Annual ANZAC service
- Annual A and P show

Bookings are administered by the community centre committee Chair, taken by phone. The committee tries to keep costs low for users, charging \$5-10 per hour depending on the user. The school pays \$1,000 per year annually to have access to the hall when not in use.

Condition of the Building

The building is in good condition. Around 2008 the kitchen and supper room were renovated, and the former supper room was turned into a private room for the sole use of the Fire Brigade. The following maintenance is scheduled for the facility by Council: biennial HVAC maintenance, monthly fire system maintenance, annual fire extinguisher check and annual building WOF check.

The building needs additional storage due to the quantity of equipment used by the sport and recreation groups that use it, as well as tables and chairs needed for larger functions. As a result, equipment is often stored in the kitchen, resulting in a fire exit being blocked. A container owned by the local A&P Show located at the back of the building is used for some storage, but a permanent solution to this problem is needed.

Emergency Preparedness/Community Hub

The facility plays a key role in the event of emergency: there is no other suitable gathering place, and with the fire station co-located, it makes sense for the facility to be the emergency hub for the Little River community. The facility has played this role through numerous floods and road closures due to slips. There is enthusiasm in the community to develop a Community Response Plan, and a group is currently working with CDEM to develop this plan and a community hub at the centre.

Needs and Priorities

- Toilet upgrade
- Additional storage space
- Clarify legal status of the committee and roles and responsibilities.
- Provide governance support and establish a lease
- Clarify ownership and use of spaces

Mānawa Kawhiu Lyttelton Recreation Centre

Summary	
<i>Heritage</i>	-
<i>Voluntary input</i>	Strong
<i>Activation</i>	Strong for social connection, physical activity, learning, volunteering
<i>Physical state of building</i>	Some enhancements needed
<i>Management systems + practices</i>	Lyttelton Recreation Centre has a strong Trust in place, good role clarity and a strategic plan in place. It has a paid coordinator.
<i>Emergency preparedness/response role</i>	Yes – need clarity of role.
<i>Community Emergency hub</i>	Yes
<i>Lease</i>	A Partnership Agreement has been prepared by Council with the Trust overseeing Mānawa Kawhiu Lyttelton Recreation Centre, but this is yet to be signed.
<i>Legal status</i>	Charitable Trust
<i>Role clarity</i>	High level

Lyttelton Recreation Centre, 25 Winchester Street is 245m² in size, was built in 1980, and opened in October 1985 adjoining the Trinity Hall, formerly an Anglican church building opened in February 1964 before being acquired by Lyttelton Borough Council. It was rated in 2020 by CCC as in fair condition and assessed as 67% compliant with National Building Standards.

The facility comprises a sports hall with under-sized basketball court, futsal and volleyball courts marked out, and high-quality hoops and futsal nets recently installed. The sports hall is served by a kitchen. The adjacent basement toilets/changing facilities are currently used as storage and the only accessible toilet is upstairs. Another larger kitchen is located near the Trinity Hall. There are two squash courts and a mezzanine area used for table tennis & pool. Upstairs, there is a well-appointed disability accessible toilet/shower, and very large toilet and shower facilities.

History

When operating under Lyttelton Borough Council prior to the council amalgamation (2006), the centre employed a Recreation Officer who also managed the Lyttelton swimming pool. The facility was built as a recreation centre and operated similarly under the Borough Council and then post-amalgamation, with the Council recreation worker always acting as a facilitator of recreation rather than a provider of activities – the spaces within the buildings have always been used by a range of groups and providers to deliver activities.

Since the Canterbury earthquakes, Christchurch City Council staff have occupied part of the facility, in a space that was previously two adjoining meeting rooms. Plunket were given a 15-year lease to occupy the reception area's offices that previously housed the recreation officer/facility manager adjacent to the foyer of the building. Currently the Manager uses an open space in the foyer as the workspace, although this space is not secure nor heated.

After the 2011 earthquakes and after assessing the capacity and strengths of local groups, the Banks Peninsula Community Governance Team approached Project Lyttelton, a non-profit grassroots organisation committed to building a sustainable, connected community, to see if they were interested in helping to improve the usage of the facility. Project Lyttelton felt that there were sufficient links to their overarching aims of connecting community and improving wellbeing and made the decision to apply for a grant from the Christchurch City Council's Resilience Partnership Fund. In October 2017 Project Lyttelton was allocated funding for two years to achieve this brief. In November 2017 the Lyttelton Recreation Centre Activation Project was initiated. Project Lyttelton described their role as temporary caretakers of the Centre whilst another model for wider community ownership was explored and developed. A trust was later formed to oversee community management of the facility – "Lyttelton Recreation Centre Trust". Project Lyttelton stood aside once this was formed, with a period of transition. The facility has recently been renamed Mānawa Kawhiu Lyttelton Recreation Centre, as part of a focus on bringing more connection between the community and the facility, increasing inclusiveness of the facility and recognising it as more than bricks and mortar.

Governance/Management

The Lyttelton Recreation Centre Trust has seven board members and meets monthly. Governance capacity of the group is strong. Volunteer input comes in the form of trustee input, which they believe is more sustainable than using community volunteers. The trust is strongly focused on striving to increase physical activity for all ages. Wanting full access to all spaces within the facility, they are keen to grow the range of local groups meeting at the facility and playing a stronger role in fostering connection and wellbeing in their community.

The day-to-day management of the trust is by a manager, employed for 40 hours per week. With the resignation of the current manager, the trust is looking to recruit someone new for the role. In the meantime, the facility is being managed by a combination of part-time managers and volunteer trustee input.

Legal Agreement, Roles and Responsibilities

The Trust has a Partnership Agreement with Christchurch City Council, but this has not yet been signed. The document does, however, set out the roles and responsibilities of the Trust and of Council in relation to maintenance and operating costs, and these are used by the Trust as their guide. They are very clear on what their role is in relation to the facility and where Council's role lies. The trust would like to have more control over some things, such as hiring local building contractors, but they follow the roles/responsibilities as set out. For day-to-day and emergency needs, the manager has found Council facilities staff very responsive, with prompt action occurring for those things requiring urgent attention.

Activation

To the community of Lyttelton, the centre provides good access to a wide range of recreational activities without having to drive through the tunnel to the city. Many of the classes are delivered by self-employed tutors, the majority of whom live locally. The facility has a lot of regular bookings and is activated for more than 40 hours per week. It has two squash courts which are operated through an online booking system, Pay to Play, as is the sports hall for people wanting to play basketball or other sports. Trinity Hall is more suited to dance classes, yoga, etc. and the mezzanine is used for table tennis. The sports hall and Trinity Hall both have sound systems in place.

Currently the Trinity Hall is activated six days per week

- Ballet classes
- Te reo Māori classes
- Strength and balance
- Tai Chi
- Relaxation yoga
- Jikyojutsu
- Ballet flow
- Yoga
- Craft sessions

The sports hall is used for a range of activities and is available for Pay to Play bookings

- Martial arts
- Indoor football
- Catchball
- Youth group
- Lyttel Tumblers
- Dance fitness
- Basketball
- Futsal
- Squash
- Volleyball

The facility also hosts other events such as

- Birthday parties and funerals
- Tournaments and competitions
- Craft events

The squash courts are hired at \$2.50 / 15 minutes and the sports hall at \$7:50 per 15 minutes for basketball etc. For community classes, they tend to offer the first one or two rent-free so a tutor can prove demand before committing to regular hire, and then charge self-employed tutors \$35/hour, following Christchurch City Council rates.

Condition of the Building

The centre is in very good condition, but the trust has identified several issues that require attention. The floor in the sports hall gymnasium space requires resurfacing as the varnish is damaged in places and some water damage is evident at the eastern edge of the hall. The Trust would like this resurfaced before the damage progresses and becomes more costly. The floor of the gym is not in the CCC maintenance rotation for gymnasium floors, and they would like it to be included. The Trust would also like the marking lines replaced with those of their most popular sports.

Wheelchair ramps at the front and rear of the building have a grippy surface that is worn and in need of re-application. Some of the wood on the rear ramp appears damaged. The Trust would like to have maintenance of the ramps on the maintenance plan, given that these are strongly tied to ensuring health and safety of facility users. The ramp at the rear of the building is an emergency exit. The stairs at the rear of the building, also an emergency exit, are in quite a poor state and the Trust are concerned that the lichen could be slippery in winter.

The squash court is unsuitable for competition use due to the state of the floor but is still a popular practice venue. The court needs repainting, but ideally the floor would also be renovated.

There is no cooling system for the facility, and it gets very hot in summer. Likewise, the heating system is very old and costly and inefficient to operate. Parts for repair are no longer available. An upgraded heating and cooling system are in the Trust's Strategic Plan as a priority.

The Trust wish to convert the existing very large toilet, changing and shower facilities upstairs into a community gym, and to upgrade another toilet space downstairs on the level of the sports hall to a disability-accessible toilet/shower. This will make the space much more user-friendly for people with disabilities. A business case and strategic plan for the gym are being developed with assistance from Council staff.

Overall, the Trust would like to work to get more local groups meeting at the facility, such as a women's group, craft groups, preschool music groups and children's discos.

Emergency Preparedness/Community Hub

The Lyttelton Community Centre is used in case of emergency as a refuge for people who live in Lyttelton, and Civil Defence have access to the building for this use. With two kitchens, toilets and shower facilities, the facility can meet emergency needs well, and did so in the Canterbury earthquakes. With the growing risk of fire in the Port Hills as a result of climate change, they are keen to strengthen capacity in the event of emergency. They are not at risk of sea level rise, sitting quite high up on the hill.

Needs and Priorities

- Wheelchair ramps resurfacing
- Sports hall floor resurfacing
- Squash court painting and floor renovation
- Line markings replaced
- Rear exit stairs lichen removed
- Gymnasium included in Council floor maintenance schedule
- Upgraded heating and cooling system
- Contract for Service option explored

Okuti Valley Hall

Summary	
<i>Heritage</i>	Okuti Valley Hall is the former local school and holds significance to those with longstanding ties to the area.
<i>Voluntary input</i>	Strong – high capacity
<i>Activation</i>	<ul style="list-style-type: none"> Strong for social connection, physical activity, learning, volunteering Purposeful and strategic
<i>Physical state of building</i>	Some enhancements needed - toilets
<i>Management systems + practices</i>	Okuti Valley Hall has strong governance in place, a clearly articulated strategic plan focused on community connection and facility enhancement and activation, and a high level of clarity regarding their role and that of Council.
<i>Emergency preparedness/response role</i>	Yes, Community Response Plan currently being developed
<i>Community Emergency hub</i>	Yes – only place for community to gather
<i>Lease</i>	No
<i>Legal status</i>	Incorporated Society
<i>Role clarity</i>	High level



Okuti Valley Hall, 173 Okuti Valley Road is a facility of the Parks team of Council. It meets 39% of National Building Standard and has a moderate earthquake risk. It comprises the former classroom space, an adjacent storeroom and recently refurbished kitchen (90m²). To the side there is an external toilet block with storage for cleaning supplies (around 20 m²). The facility has a partially enclosed deck which looks onto the grass reserve. There is an adjacent tennis court, with a small pavilion and an old bowling clubroom that is now

used as a Trap Library.

History

The hall is the former Okuti Valley School, built sometime between 1900 and 1924 after the site was identified for a school in the 1890s. The school closed in the 1980s, at which time the building was offered to the community. The Little River Bowling and Croquet Club originally secured the facility, opening as such in December 1989, and operating through the 1990s and early 2000s. In 2009, its use changed with formation by the community of the Okuti Valley Recreation and Sports Club. Members pay a small annual subscription which allows them access to the facility and a collection of sport and recreational equipment (table tennis table, tennis racquets, bats, balls, board games etc) within it when not in other use.

Governance/Management

Okuti Valley Recreation and Sports Club is an Incorporated Society. Its committee has 8 members and meets on a two-monthly basis. The committee have a strategic plan in place, for which the community was consulted. The committee are committed to the facility being fit-for-purpose.

Legal Agreement, Roles and Responsibilities

The society do not have a lease in place with Council for the facility. They are getting clearer about their roles and responsibilities and those of Council over time and are aware that Council is responsible for the facility as a core asset. Parks advise that daily maintenance is the responsibility of the community group, and reactive and capex works are carried out by Council. The Okuti Valley Recreation and Sports Club committee work hard to operate to a high standard, and the Chair and Treasurer recently took part in sessions held by the Little River Wairewa Community Trust around recent changes to the Incorporated Societies legislation.

Activation

The aims of the society are to provide a hub for social connection, community education and wellbeing, welcoming newcomers, being financially viable, keeping the facility well-maintained and continuing to enhance it, and supporting and encouraging new activities. Members of the committee proactively approach newcomers to the community to let them know about the club/facility, and to invite them along to activities, purposefully engaging with them. The recreation and sports club hold a quarterly community function that is always well-attended. Many visitors, including rest home / older peoples groups visit the reserve for lunches and use the toilet facilities.

- Autumn harvest events
- Summer garden events
- Christmas functions
- Matariki event
- The Little River Trap Library operates from the old bowling club
- Regular men's gatherings are held in the bowling club.
- Yoga classes
- Music lessons
- Croquet.
- Community events such as weddings and birthday celebrations
- Workshops
- Business strategic planning sessions,
- Courses and retreats.
- Foraging courses
- Upcoming fruit tree pruning workshop

For hireage, non-profit community groups are charged \$10/hr, while commercial businesses and private celebrations are charged \$30/hr plus a \$50 non-refundable deposit. Bookings are made via a Google form sent via email from one of the committee members. Preference is given to locals for private bookings for celebrations, and the committee are careful about who hires the facility to prevent damage: they would not for example hire it to a group of young people from Christchurch for a party. They have sound curfews in place for those who hire it.

Condition of the Building

The facility's exterior has recently been repainted and a new roof and spouting fitted. The committee had the hall space recarpeted, and upgraded the kitchen, installing a new stove. The committee shared the cost of a new heat pump with Council and Council paid for a new fence between the reserve and the road, while local residents removed the old one.

Grounds are maintained by Council. The toilets are advertised as public toilets by Council but are cleaned by the community themselves. The committee hold regular working bees at the hall and reserve which are well-attended by locals, and routine cleaning is undertaken by the committee. Carpets are cleaned regularly. Hall users are generally very good at cleaning up after use, and the facility is in a good state. Their current focus is on getting the facility in great shape, with enhancements to the toilet block, and then they intend shifting their focus to activating the facility much more strongly. They plan to develop an annual maintenance schedule for the facility.

The highest priority in terms of current maintenance needs is the toilet block. Rain comes in under the door, damaging the wall and the committee want to have a drainage channel cut into the path to prevent this. Rain also comes in from under perspex windows above the toilets, again damaging the plaster. The committee want to have Perspex fitted to the interior of the windows to weatherproof these, the floor ground and a new vinyl/plastic flooring material fitted in the toilet block which extends part-way up the walls to cover the damaged wall lining and waterproof it for the future. They also want the old urinal replaced with a wall mounted one. The committee have a contractor organised to undertake the work but need to get a commitment from Council to fund this. The toilets are in workable condition as they are, with the works intended to preserve the facility from future damage. There is a hole in the roof lining of the toilet block above the corridor a couple of metres beyond the entrance which is from previous damage before the roof was replaced.

The decking at the front of the building is splitting and damaged from the sun, and the committee are seeking funding from Council to replace this.

Emergency Preparedness/Community Hub

The biggest risks to Okuti Valley are identified by the committee as earthquake and fire. In the event of fire, they expect that the road could be closed, cutting it off from Little River. The committee could play a role in an emergency by providing a gathering point for locals to come together and support each other, but also a space from which localised emergency responses could be coordinated. They also have flat space on which a helicopter can land. There is a list of all residents' phone numbers to use in the event of an emergency, to contact people and identify needs. The committee also wants to build an inventory of which locals have what equipment/skills in the event of a major disaster. The Chair attended an emergency preparedness meeting held in Little River in 2023 but was unclear of the role of CDEM from the information provided.

Needs and Priorities

- Drainage channel cut into path by toilet door
- Urinal replaced
- Hole in roof lining of toilets repaired
- Perspex fitted to interior windows of toilets
- New floor covering extending onto toilet walls installed
- Deck replaced
- Clarity around CDEM role in an emergency

Pigeon Bay Hall

Summary	
<i>Heritage</i>	Pigeon Bay Settlers hall is over 100 years old, and built and managed by locals through the generations, holds strong significance to the community and to families with historic ties to the bay. It is an impressive facility with real heritage charm.
<i>Voluntary input</i>	Strong – high capacity
<i>Activation</i>	<ul style="list-style-type: none"> • Strong for social connection, physical activity, learning, volunteering • Purposeful and strategic
<i>Physical state of building</i>	Some enhancements needed
<i>Management systems + practices</i>	Strong governance in place, a clearly articulated strategic plan focused on community connection and facility enhancement and activation.
<i>Emergency preparedness/response role</i>	Yes
<i>Community Emergency hub</i>	Yes – only place for community to gather
<i>Lease</i>	Pigeon Bay Hall's management are in the process of considering a lease arrangement, but want this to be in plain English, and specific to their facility.
<i>Legal status</i>	Incorporated Society
<i>Role clarity</i>	High level



Pigeon Bay Hall, 40 Wharf Road is 381m² and was opened by Sir Heaton Rhodes in 1921 on land donated by the Hay family and funded and built by local volunteers. It was rated in 2020 by CCC as in poor condition. It meets 29% of National Building Standards and is rated as earthquake prone. The building comprises a main hall, a supper room, kitchen, toilets and side storage rooms. The hall has a large, partially enclosed veranda/portico facing onto the road, which has a lending library, produce swap and the bay's post boxes.

History

Starting with six people who promised to contribute 400 pounds over a five-year period towards the hall and the nearby war memorial, the subscription list for the hall fund grew until eventually every ratepayer in the district ended up contributing to the project, with donations also coming from further afield. The hall is timber-framed, stucco-clad with a corrugated iron roof and concrete perimeter wall and piles. When built, it was one of the largest country halls in Canterbury. It has a sprung floor (with the springs reused from a hall in Christchurch destroyed by fire) and its key purpose as a dance hall is obvious in the design of the main hall area, with built in seating along the sides. The centenary of the hall was celebrated in 2021 with a gathering of over 120 guests and a weekend of events, including a dance, that were reported in detail in The Akaroa Mail.

Governance/Management

In recent years the structure of the committee has been informal, but a new Incorporated Society was established in 2024. The committee has 9 members, with a former Community Board member as Chair. It meets at least quarterly. A Community Board representative sits on the committee with non-voting rights.

A committee member takes bookings for the hall via email and phone. The hall also has a Facebook page heavily focused on promoting the venue and activating use. This has a promotional video sharing the church and the hall and the potential of the two amenities for weddings and other occasions (<https://www.facebook.com/pigeonbayhall/videos/640390057817089>).

Legal Agreement, Roles and Responsibilities

There is no lease in place for the hall. The committee has recently been seeking greater clarity around the responsibilities of the committee and those of Council and are considering entering into either a lease agreement or MoU with Council, with the committee's preference being a plain language lease agreement. For now, the committee feel clear about their role - they know that their responsibility is the interior of the building while Council maintains the exterior.

The hall is supported by strong volunteer input from the committee but also the wider community. Working bees are well attended, with people banding together to dust and remove cobwebs, maintain the garden, clean, undertake repairs and to build, repair and make things that are needed.

Activation

The hall has a large, partially enclosed veranda / portico facing onto the road, which has a lending library, produce swap and the bay's post boxes. Just inside, there is a drop-off and pick-up area for New Zealand Post and courier parcels, and because of these different uses, it is a place where locals come and go on a regular basis – a natural bumping space, and the only place that facilitates connection across the Pigeon Bay community.

Activities in the hall include.

- Weekly yoga classes
- Book club
- Reserve Committee and hall committee meetings
- Pigeon Bay Social Club bi-monthly BYO get-together
- Industry meetings for farmers from the bay and surrounding area
- ECAN and Council community consultations

- FENZ training for local volunteers
- Election polling
- Court Theatre outreach programmes
- Concerts
- 2-3 weddings per year
- Birthdays and funerals

Use of the hall for government/local government, corporate and private purposes is charged at \$250/half day for the hall and \$300 full day, and \$50/half day and \$100/full day for the meeting room.

Condition of the Building

As an older building, the Pigeon Bay Settler's Hall requires regular upkeep and maintenance. In recent years, Council has replaced the roof and removed asbestos, upgraded the stormwater system by the kitchen and made electrical improvements as needed. The committee recently installed a Dynamix sound system in the main hall and upgraded the kitchen using near-new cabinetry donated locally and redeveloped using a combination of reduced-fee local trades and volunteer labour. Council assisted with the removal and replacement of the rear wall and stormwater upgrade. When Pigeon Bay School closed, their remaining funds were transferred from the school to the committee, and these have slowly been spent as needs have arisen. The group also acquired the former school lawnmower.

The facility has an annual fire extinguisher check in Council's programmed maintenance schedule, along with fortnightly lawn mowing and external grounds maintenance. The committee would like Council to assist them in developing a maintenance plan for the facility, taking the heritage value of the building into account, and giving them clarity over what is required, when, and how often. They would like to see cleaning of the spouting included in this.

The committee understands that strengthening/bracing of the building will address the earthquake prone rating and would like to see this done.

The following maintenance priorities have been identified by the committee:

- Replacement of an aluminium-framed window in the kitchen with a wooden-framed one in keeping with the rest of the building.
- Upgrading of the two toilets and one urinal which are not adequate for the hall's capacity. The committee are keen to partner with Council to source external funding for this.
- Some trimming of trees to west of hall.
- Repair damage to some of the portico structure at the front of the building.

Staff have further identified that the main hall is heated at times via a large portable gas blower. This is considered unsafe. Alternative methods of providing heating are being explored.

Emergency Preparedness/Community Hub

Pigeon Bay has a FENZ rural fire brigade with 10-12 members. Storm and heavy rain events pose the biggest emergency threat to the community. There is a community response group in place, with wardens for each road in the bay and a phone tree currently being compiled. The hall is suitable to act as a community hub during an emergency if needed. It has flat land adjacent for helicopters to land, and a recently installed large potable water tank. The hall has been used in this capacity in the past. While there are two roads out of the bay, the committee is aware that in a large emergency event,

the community could be cut off for some time. The hall would play a key role in such an event, supported by the resourcefulness and resilience of the local population particularly the farming community. The facility is identified in the 2017 Coastal Hazard Assessment for Christchurch and Banks Peninsula as having potential coastal influence.

Needs and Priorities

- Replacement of an aluminium-framed window in the kitchen
- Replacement of the wall-mounted bar heater in the supper room
- Toilet upgrade
- Portico repair
- Plain language lease
- Maintenance schedule including spouting clean
- Trim trees to the west of the hall
- Alternative means of heating main hall

Port Levy Community Hall

Summary	
<i>Heritage</i>	At over 150 years old it is Council’s oldest community facility. It carries a strong history for those residents and descendants of former residents who were educated at the school or had family members who attended the school.
<i>Voluntary input</i>	Strong – high capacity
<i>Activation</i>	<ul style="list-style-type: none">• Strong for social connection, physical activity, learning, volunteering• Purposeful and strategic
<i>Physical state relative to age of facility / use</i>	Some enhancements needed
<i>Management systems + practices</i>	<ul style="list-style-type: none">• Port Levy Hall has 7 members on its committee, and they are functional with a strong strategic focus
<i>Emergency preparedness/response role</i>	Yes
<i>Community Emergency hub</i>	Yes
<i>Lease</i>	Yes
<i>Legal status</i>	Incorporated Society
<i>Role clarity</i>	High



Port Levy Community Hall, 1708 Western Valley Road is 107m² in size and was built in 1870 – identified in the Draft Community Facilities Asset Management Plan (CCC, 2024) as the oldest Council community facility. It was rated in 2020 by CCC as in fair condition. Meeting 16% of National Building Standards, the building is rated as earthquake prone. Port Levy Community Hall is identified in the 2017 Coastal Hazard Assessment for Christchurch and Banks Peninsula as having potential coastal influence.

The facility comprises a single room built more than 150 years ago, along with a toilet block and small kitchen dating from the 1950s or 60s, and a small swimming pool and changing sheds, dating from the same time. There are tennis courts adjacent to the field at the rear of the building. Port Levy is also home to Tūtehuarewa marae, Te Runanga o Koukourarata, which has a whare kai, whare wānanga and ablution facilities.

History

Built in 1870, the building is the old Port Levy School. It was passed from Department of Education ownership into Crown ownership when the school closed in the 1970s. When the Crown looked to sell it off in the early 2000s, it was offered to Te Runanga o Koukourarata, but they did not have a use for it, so the Port Levy Residents Association purchased it, along with the adjacent schoolhouse. They sold the house to fund the purchase, along with a grant from Council, made conditional on Council owning the facility and the Residents Association managing it. Before this, in the big snow of 1992, the building acted as the emergency hub for Port Levy.

Governance/Management

The facility is managed by the Port Levy Residents Association, an Incorporated Society. As well as a chair, treasurer and secretary, there is an events coordinator and a communications role, ensuring the facility is activated and operates to its fullest extent. The group is currently in the process of updating its constitution to comply with changes to charitable organisation legislation.

Legal Agreement, Roles and Responsibilities

A lease has been in place with Council since the early 2000s. The Residents Association is clear on their responsibilities and those of Council, with their responsibilities being anything internal to the building that is not permanent, including cleaning the facility, taking bookings and activating the space, interior décor etc., as well as maintaining the grounds, and Council being responsible for maintaining the exterior of the building, water blasting it and undertaking fire checks.

Activation

The community centre has not always played a strong role for the wider community. For the last five years, the Residents Association has had an events coordinator role in place and the efforts of this person have contributed to considerable activation of the facility. The Port Levy Residents Association have worked hard to develop the hall's interior into an intimate space to support social gatherings,

drawing the community of the bay together, with a BYO bar area, bar leaners, displays of historic memorabilia and a book exchange library. A BBQ and marquee are put to good use in summer. Every second Friday evening throughout the year, many people from the local community come together for a BYO catch up, and this was described as having a very warm feel to it. Since very purposefully activating the facility, it has filled an important role in encouraging social connection in the community and the committee do not anticipate this changing.

The Port Levy Community Centre's events engage the whole community, including some of the people strongly connected to the marae. Events are promoted to locals via an extensive email list, which includes most residents.

Regular Use

- Weddings and birthday parties
- Sporting events
- Camps
- The committee runs:
 - Fortnightly BYO Fridays
 - regular film nights
 - quiz nights
 - music evenings with live bands
 - barbeques
 - a Christmas buffet and party following carols at the church. Some of its events are quite large in scale, and its recent summer barbeque had 100 people attend for a spit roast and live band.

Bookings are made via email, and a contract for hire is required to be signed. \$100 per hire plus bond is charged for larger events, generating a small profit which pays for power costs and helps them to run the smaller free events.

Condition of the building

Before the 2011 earthquakes there was a plan to upgrade the toilets, the walkway to the toilets and the kitchen, but this plan was not implemented post-quake. The interior is an inviting and attractive space due to the efforts of the committee.

The facility has a number of current maintenance issues. A heat pump was installed before the facility re-opened after the Canterbury earthquakes, replacing a pot belly stove. This was installed incorrectly so that the heat pump slopes away from its drain when used in AC mode, with water spilling out onto the switchboard. Some of the windows do not open. The men's toilets are inadequate, with the toilet pan being the original child's toilet from when the building was a school and there is evident leakage around the toilet. Upgrading of the women's toilets was completed by the community 6-8 months ago, using funds secured from the Cressy Trust. The roof paint is in poor condition, with some damage to the roofing iron and paint at the rear of the hall exterior is also in poor condition.

The Association would like to see upgrades of the walkway, the kitchen and the men's toilets included in Council facilities budgets.

There are several large trees that slope towards the hall on Council owned land over the road from the facility that would pose a risk if they fell. The committee would like to see these removed or cut

back. There is also a grassed area at the back of the hall that is not mown due to its slope but requires maintenance.

Emergency Preparedness/Community Hub

The Port Levy Residents Association has a phone tree in place for emergencies and are connected with the Diamond Harbour emergency preparedness group. If an emergency occurs, the Diamond Harbour group activates the phone tree. The hall would act as a base in the event of an emergency in the same way as it has in the past. Being a rural community, the residents are resilient, but may well need a place to gather in the event of a large-scale emergency. Port Levy Community Hall is identified in the 2017 Coastal Hazard Assessment for Christchurch and Banks Peninsula as having potential coastal influence.

Needs and Priorities

- Heat pump slopes which mean it can only be used in AC mode or it drains onto the switch board.
- Some windows do not open
- Men's toilets are in a bad state and are still children's school toilets
- Walkway to toilets needs upgrading
- Grass area behind hall isn't mown because of the slope
- Kitchen upgrading
- Canopy to BBQ Area
- Roof repair and painting
- Exterior painting
- Flooring repair
- Tree risk assessment on reserve across road

References

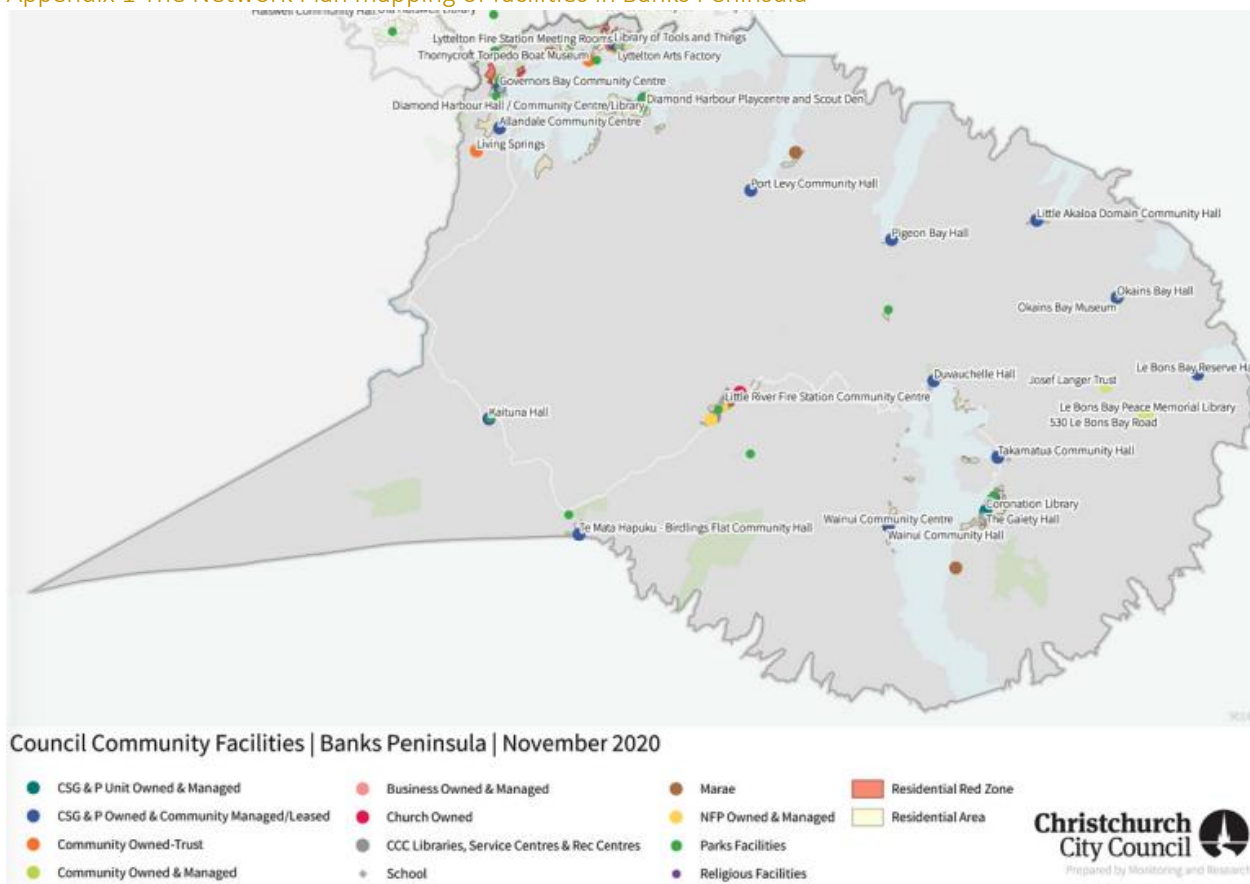
Christchurch City Council (2020) *Te Mahere kotui o ngā momo Whare-o-hapori Community Facilities Network Plan*. Christchurch City Council
<https://ccc.govt.nz/assets/Documents/The-Council/Plans-Strategies-Policies-Bylaws/Plans/Community-Facilities-Network-Plan.pdf>

Christchurch City Council (2024) *Draft Community Facilities Asset Management Plan*, CCC
Heritage New Zealand Pouhere Taonga website *Gaiety Hall* <https://www.heritage.org.nz/list-details/1719/Gaiety%20Hall>

Tonkin & Taylor (2017) *Coastal Hazard Assessment for Christchurch and Banks Peninsula (2017)*. Prepared for Christchurch City Council, October 2017.
<https://www.ccc.govt.nz/assets/Documents/Environment/Land/Coastal-Hazards/2017-Coastal-Hazards-Report.pdf>

Appendix

Appendix 1 The Network Plan mapping of facilities in Banks Peninsula



Appendix 2 – Additional information for each facility

Akaroa – Coronation Library



Allandale Hall



Birdlings Flat Community Centre



It's time to talk about our Playground—Tuesday 12th December

Over the last couple of years there have been conversations within the community by parents, children, teenagers and grandparents that it would be great to develop and enhance our playground. The Christchurch City Council requires that such a project be community led. The Birdlings Flat Community Hall Committee undertook to gather background information relevant to this possible development. The official title of the land that the Community Hall and the current playground are on is "Birdlings Flat Community Reserve" described as Local/Community Park. The boundaries of the reserve are outlined below.

There are no easements or legal roads listed on the title. The playground was established in 1975 with the installation of the swing set and the seesaw. In 2011 the climbing structure was installed followed by the slide in 2017. I understand also, at the time of building the hall, a half basketball court was proposed but did not eventuate. The Council has indicated that some Council funding is available for some new seating and picnic tables. The swing set and seesaw are due to be replaced in the next three years or so. There are other funders we can apply to for funding the future development of the Community Reserve.

Council advises the next step is to hold a community consultation meeting to gauge the interest of the Birdlings Flat community in further developing the Birdlings Flat Community Reserve. This meeting will be held on **Tuesday 12 December at 7pm at our Community Hall**. The meeting will be facilitated by Jane Harrison Council Community Development Advisor.

Do come along and bring your thoughts and ideas. ~Patsy

Park	
Park ID	1205
Park Name	Birdlings Flat Community Reserve
Park Type	Local/Community Park
Description	
Area	2610.30
Perimeter	263.40
SAP Internal Reference	IF010000000000020277
Functional Location	PRK_3655
Zoom to	***



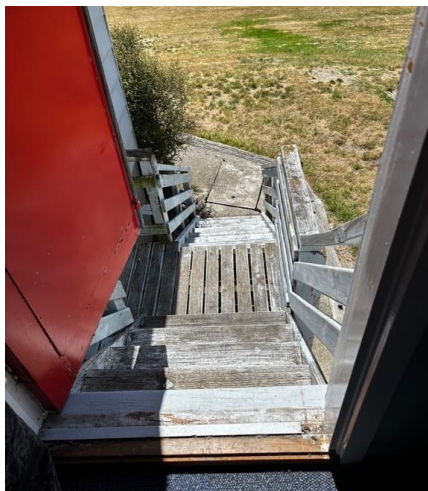
Diamond Harbour Hall, Community Centre and Library

Diamond Harbour Community Hall charges – October 2020 + photos

	Community groups plus Self-employed tutors	Community function	Private Function	Commercial events/seminar/corporate events
Examples of hall and Green Room users ->	<ol style="list-style-type: none"> 1. Taichi 2. DH Singers 3. Historical Society 4. Camera club 5. Gardening club 6. yoga 7. Ballet 8. Soccer skills 9. Kick boxing 10. Child's birthday party 	<ol style="list-style-type: none"> 1. Quiz 2. School production 3. LPC 4. CCC 5. Ecan 	<ol style="list-style-type: none"> 1. Wedding 2. Adult birthday party 	Presentations
Hall	Up to 2 hours - \$20	Quiz - \$80	Evening - \$300 plus bond of \$400	Half day - \$250
	More than 2 hours and up to 1/2 day - \$30	School production - \$35 per day for rehearsals plus \$80 each day for productions	1/2 day \$150	
	Whole day - \$60		Whole day - \$300	Whole day - \$500
	Whole day + evening - \$80		Whole day + evening - \$600	Whole day + evening - \$750
Green Room	Up to 2 hours - \$15	Up to 2 hours - \$25		
	1/2 day - \$30	1/2 day - \$40	1/2 day - \$100	1/2 day - \$160
	Whole day - \$60	Whole day - \$70	Whole day - \$200	Whole day - \$320
	Whole day + evening - \$80	Whole day + evening - \$120	Whole day + evening - \$300	Whole day + evening - \$480
Committee Room	Up to 2 hours - \$10	Up to 2 hours - \$20		
	1/2 day - \$20	1/2 day - \$30		
	Whole day - \$50	Whole day - \$60		
	Whole day + evening - \$60	Whole day + evening - \$110		

Trestle tables for hire = \$5 Chairs for hire = \$2



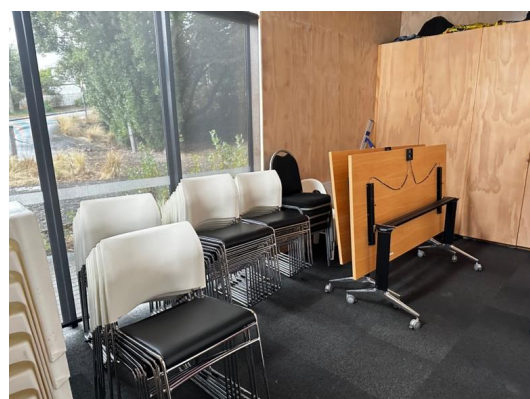


Fire exit – Green room

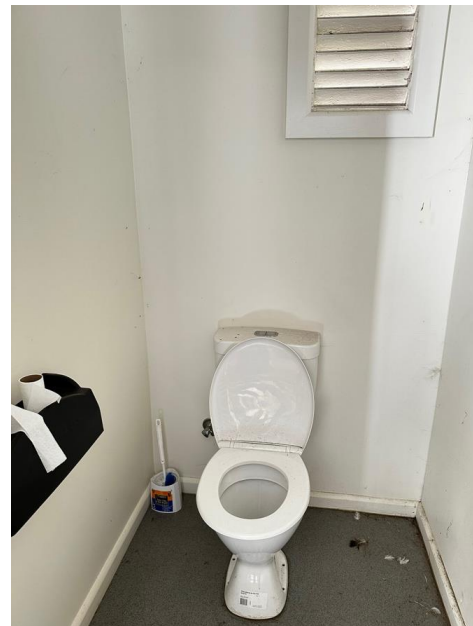


Area with drainage issues – front of building

Governors Bay Community Centre



Kaituna Hall



Le Bons Bay Hall



Little Akaloa Domain Community Hall

Toilets



Kitchen

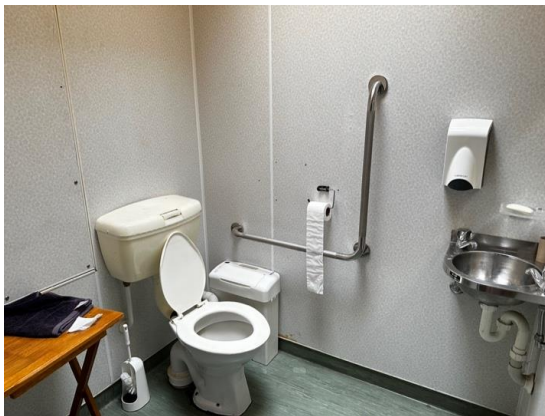


Hall



Pavilion

Little River Fire Station Community Centre

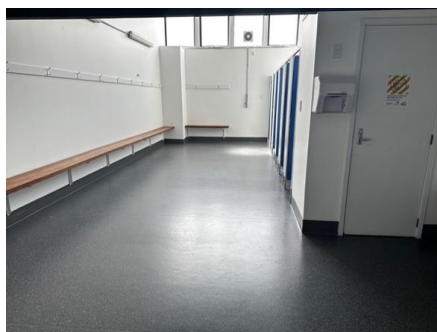


Mānawa Kawhiu Lyttelton Recreation Centre

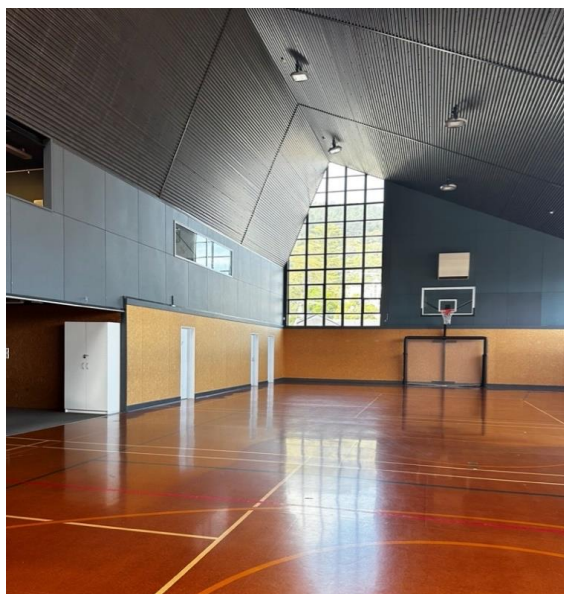
Larger kitchen



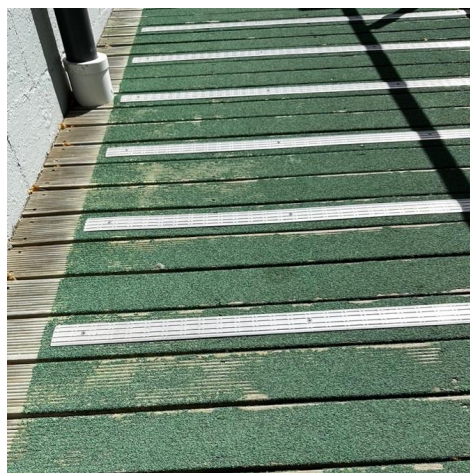
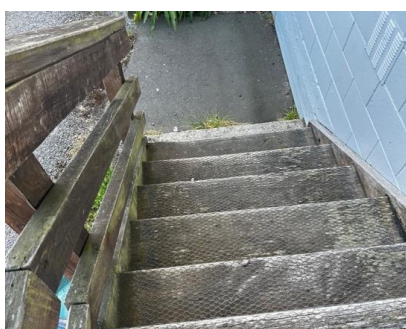
Room used as Trust office



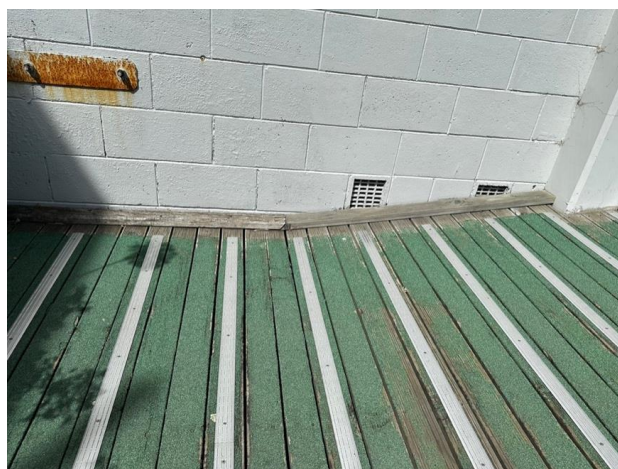
Trinity hall



Sports hall



Front ramp



Rear ramp

Okuti Valley Hall



Pigeon Bay Hall





Port Levy Community Hall



Appendix 3 - Sustainability

To try and inform Council's Sustainability Assessment of the facility, the representatives for each facility were asked to give a rating on a 5-point scale where 1 is very low and 5 is very high for a range of statements. Subjective ratings for all facilities for which key community stakeholders were interviewed, made by those interviewed are presented in the following table. It was the observation of the researcher that these were at times influenced by a lack of role clarity.

Sustainability Attribute	Facility -rating from 1 (very low) to 5 (very high)													
	Mānawa Kawhiu Lyttelton Recreation Centre	Duvauchelle Community Hall	Te Mata Hapuku Birdlings Flat Community Centre	Coronation Library - Akaroa	Diamond Harbour Community Centre + Hall	Governors Bay Community Centre	Allandale Hall	Kaituna Community Hall ¹	Le Bons Bay Hall	Little Akaloa Hall	Little River Community Centre	Pigeon Bay Hall	Port Levy Community Hall	Okuri Valley Hall
How much of a community need the facility addresses or meets	3 ²	4	5	5	5	5	3	5	5	5	4	5	5	4
The location in terms of closeness and accessibility of other facilities	5	3	5	5	5	5	5	5	5	5	4	5	5	4
How fit for purpose the facility is	3 ³	4	3 ⁴	5	4	4	5	5	5	5	5	4	3	4
The role the facility does or would play in an emergency	5	4	5	1	5	5	3	3	5	5	5	5	4 ⁵	3
How accessible the facility is	3	4	5	5	3 ⁶	5	5	4	5 ⁷	5	5	4	4 ⁸	5
The quality of the amenities in terms of stage of life and wear and tear	5	3	5	3	5	4	5	5	4	5	4	4	3 ⁹	4
The overall physical condition of the facility	5	3	5	3 ¹⁰	5	5	5 ¹¹	5	5	5	4	4	3	5

¹ Self-ratings: do not align with qualitative feedback. Very low use facility serving very small, ageing population

² Hampered by lack of access to all spaces within facility

³ Basketball court too small for competition, a lot of unuseable space

⁴ Too small and inadequate storage to accommodate growing usage

⁵ No independent power generator

⁶ Due to concrete paving needing resurfacing – otherwise 5

⁷ Difficult road access on busy bend of SH75, limited signage, no ramp and step access into building and into toilets

⁸ Good parking but not wheelchair accessible

⁹ Would rate hall 4 and toilets and kitchen 2

¹⁰ Floor is in need of repair / replacement in the longer term

¹¹ Except floor and water issues

**Needs/ Priorities/Wants and Actions Identified in Te Pātaka o Rākaihautū Banks Peninsula
Community-Managed Facilities Report July 2024**

Facility	Needs/Priorities/Wants	Actions
General	Lease not present and/or not in plain English	Staff are actively working to improve this.
	Need to know maintenance schedule	Community Governance staff are actively working with facilities staff to make sure this is clear for the community.
	Issues communicating with Council	Staff are working to improve this.
	Better understanding is needed around facility utilisation	Staff will work with community to put systems in place.
	Clarity around CDEM role of facilities	Community Governance staff have been actively working with CDEM to increase clarity around this.
Allandale Hall	Floor is decaying (ventilation issue)	Better off funding candidate.
	UV system checked and upgrades to water supply to meet new Drinking Water Standards	Better off funding candidate.
	Hall closed due to above issues	Subject to repairs, budget and coastal hazards planning.
Birdlings flat	Lack of storage. Health Hub room is currently being used for storage.	Better off funding candidate.
	New chairs needed.	Not urgent – could seek external funding. Committee is addressing this.
	Resolution of drainage issues in kitchen	Resolved with public toilet issues being resolved.
	South side deck made usable for large events, including wind protection.	Challenging to solve - long term project.
	Seeking emergency hub equipment funding	Funded by Community Board (July 2024)
	Resolution of cleaning and septic tank overflow issues in adjacent public toilets	This has been resolved.

Diamond Harbour Hall	New fire exit via double doors needed as the current one is not accessible due to the steep incline once you exit.	Confirmed Facilities will do this.
	Cracked concrete paving at the front of the building. Is currently a trip hazard and drainage issue.	Better off funding candidate.
	Installation of solar panels and a water tank to improve resilience	Committee are applying to the Sustainability Fund for \$15,000 to enable them to install solar panels on the roof.
	Support to establish a community emergency hub.	This is being resolved as part of ongoing community resilience work.
	Acoustic issues in hall	Work with the Committee to identify possible alternative sources of funding towards this.
Governors Bay Community Centre	No programmed cleaning of the windows. A local has been doing this at no cost recently	Looking at this as part of maintenance schedule
	Windows not tinted which makes flooring on east side of the hall damaged and the space harder to use at certain times due to glare	Work with the Committee to identify possible alternative sources of funding towards this.
Kaituna	Resolution of management and banking issues, with management of the facility being taken over by Council	This is being resolved.
	Reserve Committee - not currently a legal entity	The Reserve Committee have decided not to form a new legal entity and will continue in their role co-managing the Reserve with Council staff, but not managing the hall.
	Low use and need for facility	Possible disposal or alternative use
Le Bons Bay	Reserve Committee - not currently a legal entity	Staff are currently working on this
	Issue around who is responsibility for maintaining fire safety of the hall	Staff are currently working on this
Little Akaloa	Reserve Committee - not currently a legal entity	Staff are currently working on this.
	Reserve committee still holds money	Staff are currently working on this
	Floor damaged by borer	This will be investigated further
	Sink drains needs to be looked into	This will be investigated further
	Kitchen upgrade	This will be investigated further

Little River	Not currently a legal entity or operational committee	Staff are working with the group to resolve this
	Toilet upgrade	Staff will investigate options
	Lack of storage	Staff are currently looking into how to resolve this
	Clarify ownership and use of spaces.	Staff are working with the group to resolve this
Lyttelton Recreation Centre	Partnership agreement not yet signed	Staff will follow up on this.
	Would like to see gym floor resurfaced. Varnish is damaged in several places already.	Work with the Trust to identify possible sources of funding towards this.
	Gymnasium included in Council floor maintenance schedule	To discuss with Facilities.
	Would like to see line markings replaced with those of their most popular sports.	Work with the Trust to identify possible sources of funding towards this.
	Wheelchair ramps surface needs replacing as this is losing its grip and could be a hazard in winter.	Confirmed Facilities to do this.
	Rear exit stairs lichen removed	To confirm with Facilities.
	Squash court not fit for competition use. Needs repainting and ideally playing surface would be renovated.	Work with the Trust to identify possible sources of funding towards this.
	Upgraded heating and cooling system in main hall	Work with the Trust to identify possible sources of funding towards this.
	Lack of heating in reception/entrance hall - installation of a heat pump in entrance area.	Better off funding candidate
	Conversion of ablutions area to community gym and new accessible toilet/shower on lower floor.	A business case for the gym to be developed.
	Contract for Service option explored	Staff to follow up. Tied in with partnership agreement.
Okuti Valley	Toilets require work including drainage, roof repairs, new urinal, windows, floors	Better off funding candidate. Staff are looking at replacing urinal.
	New decking	Better off funding candidate.
	Perspex fitted to interior windows of toilets	This has been completed.

Pigeon Bay	Replacement of aluminium framed window with wooden one. Leaking occurring around window.	Refer to Facilities.
	Upgrading of the two toilets and one urinal which are not adequate for the hall's capacity.	The committee are keen to partner with Council to source external funding for this.
	Replace wall mounted bar heater with a heat pump as there are concerns this is a fire hazard.	This has been resolved.
	There is some damage to the portico structure (veranda) at the front of the hall.	Better off funding candidate.
	Trim trees to the west of the hall	Refer to parks.
	Alternative means of heating main hall	Options to be explored. Committee has received \$10,000 grant from Council to contribute to this.
Port Levy	Heat pump slopes which means it can only be used in AC mode or it drains onto the switch board.	Referred to Facilities.
	Some windows do not open	Refer to Facilities.
	Mens toilets are in a bad state and are still children's school toilets	Better off funding candidate.
	Walkway to toilets needs upgrading	Better off funding candidate
	Grass area behind hall isn't mown because of the slope	Referred to parks.
	Kitchen upgrading	Better off funding candidate.
	Canopy to BBQ Area	Better off funding candidate.
	Roof repair and painting. Exterior painting	Better off funding candidate.
	Flooring repair	Better off funding candidate.
	Tree risk assessment on reserve across road	To refer to Parks



15. Te Pātaka o Rākaihautū Banks Peninsula 2024-25
Strengthening Communities Fund Applications

Reference Te Tohutoro: 24/1113050
Responsible Officer(s) Te Pou Matua: Dane Moir, Community Development Advisor
Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for Te Pātaka o Rākaihautū Banks Peninsula Community Board to consider applications for funding from their 2024-25 Strengthening Communities Fund.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in Te Pātaka o Rākaihautū Banks Peninsula 2024-25 Strengthening Communities Fund Applications Report.
2. Notes that the decisions in this report are assessed at low significance based on the Christchurch City Council’s Significance and Engagement Policy.
3. Approves the 2024-25 Strengthening Communities Fund grants outlined in the following schedule:

No	Organisation Name	Project	Recommendation
67506	Little River Wairewa Community Trust	Staff wages and Banks Peninsula Walking Festival	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$20,000 from its 2024/25 Strengthening Communities Fund to Little River Wairewa Community Trust for staff wages and the Banks Peninsula Walking Festival.
67650	Akaroa Community Arts Council	Operating Expenses 2024-25	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$5,000 from its 2024/25 Strengthening Communities Fund to Akaroa Community Arts Council towards operational expenses.
67189	Diamond Harbour Events Incorporated	Purchase of Storage Trailer and Completion of Equipment Replacement	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$2,000 from its 2024/25 Strengthening Communities Fund to Diamond Harbour Events Incorporated towards the purchase of audio equipment.

No	Organisation Name	Project	Recommendation
67260	Diamond Harbour Youth and Community Trust	Connecting Youth and Community in Te Waipapa	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$10,000 from its 2024/25 Strengthening Communities Fund towards the "Connecting Youth and Community in Te Waipapa" project.
67631	Project Lyttelton Incorporated	Lyttelton Emergency Hub - Coordinator Wages	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$6,000 from its 2024/25 Strengthening Communities Fund to Project Lyttelton Incorporated towards wages for the Emergency Hub Coordinator.
67658	Smith Street Community Farm Trust	Lyttelton Community Orchard	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$3,000 from its 2024/25 Strengthening Communities Fund to Smith Street Community Farm Trust towards Lyttelton Community Orchard.
67499	Te Puna Auaha Lyttelton Trust Board	ResourceFULL	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$8,000 from its 2024/25 Strengthening Communities Fund to Te Puna Auaha Lyttelton Trust Board towards the ResourceFULL project.
67311	Te Whare Tapere O Te Mata Hapuku Society Incorporated	Operational costs	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$3,500 from its 2024/25 Strengthening Communities Fund to Te Whare Tapere O Te Mata Hapuku Society Incorporated towards operational, newsletter and events costs.
67310	The Lyttelton Information and Resource Centre Trust	Funding for Lyttelton Information and Recourse Centre (LIRC) operational costs, including wages	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$5,000 from its 2024/25 Strengthening Communities Fund to The Lyttelton Information and Resource Centre Trust toward operating costs.

No	Organisation Name	Project	Recommendation
67102	The Lyttelton Recreation Centre Trust	Wages for the Facility Manager	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$17,500 from its 2024/25 Strengthening Communities Fund to The Lyttelton Recreation Centre Trust towards wages for the Lyttelton Recreation Centre Manager.
67621	Cass Bay Residents Association	Cass Bay Reserves Development	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$500 from its 2024/25 Strengthening Communities Fund to Cass Bay Residents Association towards volunteer recognition for those working on Cass Bay Reserves Development.
67560	Community Watch City to Sumner Incorporated	Keeping our patrollers in contact	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$400 from its 2024/25 Strengthening Communities Fund to Community Watch City to Sumner Incorporated toward volunteer recognition.
67276	Duvauchelle Agricultural and Pastoral Association Incorporated	Agriculture & Pastoral Show	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$750 from its 2024/25 Strengthening Communities Fund to Duvauchelle Agricultural and Pastoral Association Incorporated to fund the Waste Management of the event.
67577	Governors Bay Community Association (Inc)	The Bay News	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$500 from its 2024/25 Strengthening Communities Fund to Governors Bay Community Association (Inc) towards printing the Bay News.
67598	Little River Support Group	Swimming pool caretaker wages	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$2,000 from its 2024/25 Strengthening Communities Fund to Little River Support Group for pool caretaker wages.

No	Organisation Name	Project	Recommendation
67250	Okuti Valley Recreation and Sports Club Incorporated	Operational costs and community hub development	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$3,000.00 from its 2024/25 Strengthening Communities Fund to Okuti Valley Recreation and Sports Club Incorporated towards operational and event costs.
67394	The Naval Point Club Lyttelton Incorporated	Safety gear for volunteer rescue personnel	That Te Pātaka o Rākaihautū Banks Peninsula Board approve a grant of \$1,500 from its 2024/25 Strengthening Communities Fund to The Naval Point Club Lyttelton Incorporated towards safety gear for their volunteer rescue personnel.

4. Declines the 2024-25 Strengthening Communities Fund applications outlined in the following schedule:

No	Organisation Name	Project	Recommendation
67706	Akaroa Heritage Festival Society Inc.	Akaroa French Festival 2025	That Te Pātaka o Rākaihautū decline the application to its 2024/25 Strengthening Communities Fund from the Akaroa Heritage Festival Society for the French Festival.
67580	Governors Bay Jetty Restoration Trust	Improvements to Governors Bay jetty	That Te Pātaka o Rākaihautū Peninsula Community Board decline a grant from its 2024/25 Strengthening Communities Fund to the Governors Bay Jetty Restoration Trust for a binocular and signage for the jetty.
67532	Te Tapuwae O Rakau Trust	Te Tapuwae O Rakau Plant Nursery	That Te Pātaka o Rākaihautū Community Board decline the application to its 2024-25 Strengthening Communities Fund from Te Tapuwae o Rakau Trust towards installing an irrigation system and associated connection costs.
67646	Te Ahu Patiki/Mt Herbert Community Garden Group	Establishment of Te Ahu Pātiki Mt Herbert Community Garden	That Te Pātaka o Rākaihautū Banks Peninsula Community Board decline the application to its 2024/25 Strengthening Communities Fund from the Te Ahu Pātiki Mt Herbert Community Garden Group for the Community Garden.

No	Organisation Name	Project	Recommendation
67445	The Friends of the Akaroa Museum Inc	In and Out House Garden Tour	That Te Pātaka o Rākaihautū Banks Peninsula Community Board decline the application to its 2024/25 Strengthening Communities Fund from The Friends of the Akaroa Museum for the In and Out House and Garden Tour.

5. Approves the transfer of \$35,265 to the Te Pātaka o Rākaihautū Banks Peninsula Community Board 2024-25 Discretionary Response Fund.

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 Approve the allocation of the local Strengthening Communities Fund for each Community Board area.
- 3.3 Allocations must be consistent with any policies, standards or criteria adopted by the Council.

Assessment of Significance and Engagement Te Aromatawai Whakahirahira







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

Discussion Kōrerorero

- 3.7 The 2024-25 Strengthening Communities Fund opened on 4 March 2024 and closed on 12 April 2024.
- 3.8 A total of 22 applications were received, requesting a total of \$330,217.
- 3.9 The Te Pātaka o Rākaihautū Banks Peninsula Community Board has a total funding pool of **\$208,415**.
- 3.10 Staff have recommended a total of \$173,150 for the 2024-25 Strengthening Communities Fund (this includes \$84,500 of pre-committed multi-year funding), which would result in \$35,265 remaining for the 2024-25 Discretionary Response Fund (plus any carry-forward from the 2023-24 year which is currently being finalised).
- 3.11 In the 2023-24 funding round, the Board approved multi-year funding to the following organisations:
 - Project Lyttelton Inc - \$19,000.

- The Loons Club Inc - \$500
 - Akaroa Resource Collective Trust - \$32,000
 - Royal NZ Plunket Trust - \$4,000
 - Lyttelton Community House Trust - \$29,000
- 3.12 Staff have assessed all applications received and made recommendations. Attached is a decision matrix, which includes organisational details, project details, financial information, a staff assessment, and a priority ranking (refer **Attachment A**).
- 3.13 The Funding Outcomes and Priorities and Criteria for this fund are also attached (refer **Attachment B**).

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Te Pātaka o Rākaihautū Banks Peninsula Community Board 2024-25 Strengthening Communities Funding Matrix	24/1360759	217
B  	Strengthening Communities Fund Criteria and Funding Outcomes	23/1016149	239
C  	Summary of Applications Banks Peninsula SCF 24/25	24/1277876	241

Signatories Ngā Kaiwaitohu

Author	Dane Moir - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula Peter Langbein - Finance Business Partner Matthew McLintock - Acting Head of Community Support and Partnerships

2024/25 SCF 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.

00067506	Organisation Name The Little River Wairewa Community Trust	Name and Description Staff Wages and Banks Peninsula Walking Festival Trust Manager and Communications Manager wages and contribution to the Banks Peninsula Walking Festival.	Funding History 2023/24 - \$18,000 (wages, Little River Big Ideas and Walking Festival) SCF BP 2022/23 - \$17,000 (Wages and Walking Festival) SCF BP 2021/22 - \$17,000 (Wages and Walking Festival) SCF BP 2021/22 - \$8,267 (Kickstarting ridesharing) Sustainability Fund Other Sources of Funding Funds on hand - \$97,209 (tagged)	Request Budget Total Cost \$57,910 Requested Amount \$29,500 51% percentage requested. Contribution Sought Towards: Staff wages - \$26,000 Banks Peninsula Walking Festival - \$3,000	Staff Recommendation \$20,000 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$20,000 from its 2024/25 Strengthening Communities Fund to the Little River Wairewa Community Trust for staff wages and the Banks Peninsula Walking Festival.	Priority 1
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Organisation Details:

Service Base:	Private Address
Legal Status:	Charitable Trust
Established:	28/04/2009
Staff – Paid:	0
Volunteers:	70
Annual Volunteer Hours:	1500
Participants:	2,500
Target Groups:	Community Development
Networks:	N/A

Organisation Description/Objectives:

We are a representative voice of our community working with our Community Boards, Runanga, Christchurch City Council, Environment Canterbury, and governmental organisations as we apply for funding and oversee community projects to develop facilities and grow events that contribute to our community's wellbeing. Our Wairewa community area includes Birdlings Flat, Cooptown, Little River, Okuti, Puaha and the outer Southern Bays.

Alignment with Council Strategies and Policies

- Strengthening Communities Together Strategy
- Sports and Recreation Strategy
- Equity and Inclusion Policy

Alignment with Council Funding Outcomes

- Community participation and awareness
- Increase community engagement.
- Provide community-based programmes.
- Foster collaborative responses

Outcomes that will be achieved through this project.

Enabling community members with expertise and talent to engage and actively participate.

Encouraging community self-reliance and resilience

Supplying resilient and thoughtfully crafted facilities that enrich the community environment and promote community well-being.

How Will Participants Be Better Off?

By guaranteeing the accessibility of community programs, events, facilities, and infrastructure for individuals of all ages, our aim is to enrich the overall well-being and sustainability of the local community, visitors to Bank Peninsula, and its neighbouring areas, including a growing number of international visitors anticipated for 2024/2025. With the addition of the Coronation Library community space there will be the ability for new community groups and projects to take off, along with regular kaumatua and Tamariki programmes to begin.

Staff Assessment

This project is recommended as Priority One due to strong alignment with Christchurch City Council's (Council's) funding priorities and outcomes and the wide reach of community projects undertaken by the Little River Wairewa Community Trust (LRWCT/Trust).

LRWCT supports groups and sectors to work together. It collaborates with a wide range of community, educational and environmental groups and agencies, including Council, Environment Canterbury (ECan) and the Wairewa Rūnanga, to support community led development in the Wairewa area. Projects undertaken are identified in the Little River Big Ideas Community Plan. These projects are diverse, ranging from partnership projects with Council such as the reopening of the Coronation Library as a community facility managed by the Trust, to community events and projects that support the community, including young people and older adults, such as the annual Senior Hui, held at Wairewa Marae. The trust's activities promote participation, skills development, and wellness by reducing isolation and assisting with building new connections in the community.

Funding is sought towards two projects:

1. Wages for Manager and Communications Manager:

The Manager supports LRWCT in all administrative and correspondence matters, co-ordinates Little River Big Ideas (LRBI) projects and organises large and small community events for all ages, as well as developing collaborative relationships with local individuals and organisations. The manager also plays an important role in coordinating community participation in LRBI projects and liaising with Council staff on partnership projects. This role is for up to 20 hours/week. A major current project is the renewal of the LRBI ideas document, widening it to include all of the Wairewa area. This has involved extensive consultation with local communities. The Trust is also leading the community involvement in the Little River Flooding Round Table group, comprising Trust members, Wairewa Rūnanga representatives, local CCC and ECAN elected members and staff from various units of Council and ECAN. They have been integral in the design and fit out for the Coronation Library to ensure it is fit for purpose when the Trust takes over management of the facility on its reopening. The Communications Manager ensures that information related to Trust activities, community residents/businesses, and events such as the Bank Peninsula Walking Festival is readily accessible to the community through the Trust website and other communication channels.

2. The Banks Peninsula Walking Festival (The Festival)

This annual Festival is a partnership between the LRWCT and the Rod Donald Trust. The Trust contributes to operating costs and one LRWCT Trustee contributes time on the organising committee. The festival creates opportunities to enhance knowledge and appreciation of the geological and ecological uniqueness of the Banks Peninsula environment whilst promoting healthy outdoor activities. Knowledgeable volunteer guides host the co-ordinated walks which provide access to tracks, reserves and private land.

Rationale for Staff Recommendation:

- Close alignment with the following strategies:
 - Strengthening Communities Together Strategy, all four Pillars, by providing opportunities for social connection, participation, learning and opportunities for volunteering in the community.
 - Climate Change Strategy by supporting community response planning and participation in the Little River Flooding Round Table group.
 - Equity and Inclusion Policy through ensuring information and activities are available to all in the local community.
- Alignment with the Board Priority "Good social and physical connections for our communities", through their many activities.

2024/25 SCF 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.

00067650	Organisation Name Akaroa Community Arts Council	Name and Description Operating Expenses 2024/25 ACAC are seeking a contribution toward their Operating Expenses.	Funding History 2023/24 - \$5,000 (Operational costs) SCF BP 2022/23 - \$5,000 (Speaker Fees) CC2 2022/23 - \$5,500 (Operational costs) SCF 2021/22 - \$5,300 (Pantomime Script) CC2 2021/22 - \$5,200 (ACAC Workshop tutor) Creative Communities Fund 2021/22 - \$4,500 (Operational costs) SCF BP Other Sources of Funding no other funding sources specifically for general operating expenses	Request Budget Total Cost \$ 8,579 Requested Amount \$ 8,579 100% percentage requested. Contribution Sought Towards: Marketing, Office Expenses, Programme Design & Funding Coordinator Fee and Treasurer Fee.	Staff Recommendation \$ 5,000 That Te Pātaka o Rākaihautū Banks Peninsula approves a grant of \$5,000 from its 2024/25 Strengthening Communities Fund to the Akaroa Community Arts Council towards operational expenses.	Priority 2
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Organisation Details:

Service Base:	Akaroa
Legal Status:	Charitable Trust
Established:	2/06/2015
Staff – Paid:	0
Volunteers:	12
Annual Volunteer Hours:	500
Participants:	1,800
Target Groups:	Arts
Networks:	None

Organisation Description/Objectives:

To enable subsidised, community arts programs, for all ages and abilities in the form of workshops, exhibitions, and events for the people of Akaroa and the Bays and the wider area of Banks Peninsula.

Alignment with Council Strategies and Policies

- Strengthening Communities Together Strategy
- Toi Ōtautahi - Arts and Creativity Strategy

Alignment with Council Funding Outcomes

- Support, develop and promote capacity.
- Community participation and awareness
- Provide community-based programmes.

Outcomes that will be achieved through this project.

Running approximately 25 - 40 subsidised creative arts workshops and activities throughout the year.

Continuing to hold workshops for children and young people and encouraging them to attend.

Continuing to build upon ACAC's scholarships for children's arts program with local schools.

To continue to build ACAC's membership to broaden their visibility within the community, encourage members to 'give something a try!'

How Will Participants Be Better Off?

As a not for profit they re-invest raised funds back into their community in the form of scholarships and subsidies for the workshops. These are directed at anyone - young or old - who would like to participate but can't afford to. Three workshops are specifically for children and young adults. They love the opportunity to practice their art in a much more specialised way than they get to do at the local rural school.

40% of ACAC's workshops are tutored by greatly experienced, local tutors, providing employment and a sharing of skills. We pay going rates for contract teachers.

Staff Assessment

Akaroa Community Arts Council (ACAC) since it's reinvigoration in 2015, conceptualises and produces approximately twenty-five - forty subsidised, or free to attend, creative arts courses / workshops / exhibitions / events throughout each year, for the benefit of the local community.

In 2024 ACAC will produce their second weekend long festival of reading and writing RAWA and in 2025 they intend to produce Landings a significant piece of community theatre that takes place during Akaroa's French Festival.

ACAC are an important part of the social landscape in Akaroa, providing physically and financially accessible opportunities for creativity and learning that the Akaroa community would otherwise have to travel to Christchurch or Little River to participate in.

Rationale for Staff Recommendation:

- Project aligns with Strengthening Communities Strategy, particularly Objective 1.5 by supporting groups involved in providing access to arts, culture, heritage and recreation and Objective 1.6 by facilitating and promoting lifelong learning opportunities.
- Project aligns with Toi Ōtautahi Strategy for the Arts and Creativity specifically the Key Themes for Development of Identity, Creativity and Wellbeing by creating opportunities for the community to participate in the sharing of their common narratives and creating opportunities for connection and learning through the arts.

2024/25 SCF 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.

00067189	Organisation Name Diamond Harbour Events Incorporated	Name and Description Purchase of storage trailer and completion of equipment replacement This application is for a storage trailer and audio equipment to enable them to run events in Diamond Harbour.	Funding History 2023/24 - \$5,000 (Live at the Point 2024) SCF BP 2023/24 - \$11,000 (Live at the Point 2024) CC1 Other Sources of Funding Other grants - \$17,600 Koha - \$2,300 Sponsorship - \$13,000 Food and drink suppliers - \$10,770	Request Budget Total Cost \$26,900 Requested Amount \$20,100 75% percentage requested. Contribution Sought Towards: Storage trailer and audio equipment - \$20,100	Staff Recommendation \$ 2,000 That Te Pātaka o Rākaihautū Peninsula Community Board approves a grant of \$2,000 from its 2024/25 Strengthening Communities Fund to Diamond Harbour Events Trust towards the purchase of audio equipment.	Priority 2
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Organisation Details:

Service Base:	2g Waipapa Avenue, Diamond Harbour
Legal Status:	Incorporated Society
Established:	11/03/2020
Staff – Paid:	0
Volunteers:	20
Annual Volunteer Hours:	1000
Participants:	4,100
Target Groups:	Arts
Networks:	

Organisation Description/Objectives:

Organisation of events in Diamond Harbour, primarily the annual Live at the Point concert series

Alignment with Council Strategies and Policies

- Strengthening Communities Together Strategy

Alignment with Council Funding Outcomes

- Community participation and awareness
- Increase community engagement.

Outcomes that will be achieved through this project.

Approximately 4000 people will see their events.
Brings a popular annual event to Diamond Harbour
Showcases a large range of musicians approximately 100 from the area, up and coming, and established.
Enhances visitation to the area.

How Will Participants Be Better Off?

Enjoy the Godley grounds in Diamond Harbour throughout the summer months watching musicians from the local area.
Relaxing at a low key welcoming free family friendly event.
Being introduced to new music and a new environment for many who have never ventured over to Diamond Harbour. For others it's a nostalgic return to a well-loved site for those who remember Godley House fondly.

Staff Assessment

The 'Live at the Point' events bring the community together through a series of open-air concerts and encourages visitors to Diamond Harbour. These take place at the former Godley Head House site.

Attendance is weather dependent, but they anticipate as many as 4000 people will attend. This brings people from all around the area to Diamond Harbour to enjoy live music which fosters a sense of community and enables local artists to showcase their music. The focus of this event is on community, but it also helps build patronage for local businesses.

Rationale for Staff Recommendation:

- This project aligns with the people and place pillars of the Strengthening Communities Together policy.
- Provides events which make communities more connecting and vibrant.
- Gives opportunities for local artists to perform and share their work providing them a sense of community.

2024/25 SCF 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.

00067260	Organisation Name Diamond Harbour Youth and Community Trust	Name and Description Connecting Youth and Community in Te Waipapa They are seeking funding towards wages for their Manager and Youth Worker and a contribution to the programme costs (e.g. youth group activities).	Funding History 2023/24 - \$8,800 (Connecting Youth and Community) SCF BP 2022/23 - \$9,000 (Youth and Community Development) SCF BP 2021/22 - \$9,000 (Youth and Community) SCF BP Other Sources of Funding Donations and fundraising - \$6,000 24/7 Youthwork Partners - \$13,050 Lyttelton Port Company - \$12,000 COGS - \$4,500 Lottery Community Grants - \$15,000 (Pending) Rata Foundation - \$10,000 (Pending) Cressy Trust - \$2,000 (Pending)	Request Budget Total Cost \$92,290 Requested Amount \$19,240 21% percentage requested. Contribution Sought Towards: Salaries/Wages - \$9,500 Programme Costs - \$740	Staff Recommendation \$10,000 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$10,000 from its 2024/25 Strengthening Communities Fund to the Diamond Harbour Youth and Community Trust towards the "Connecting Youth and Community in Te Waipapa" project.	Priority 2
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Organisation Details:

Service Base:	85 Marine Drive, Diamond Harbour
Legal Status:	Charitable Trust
Established:	29/03/2009
Staff – Paid:	2
Volunteers:	15
Annual Volunteer Hours:	1312
Participants:	250
Target Groups:	Children/Youth
Networks:	24/7 Youth Work Network; Rerenga Awa Canterbury Youth Workers Collective; Canterbury Youth Services

Organisation Description/Objectives:

To enhance the Hauora (well-being) of young people and the wider community, strengthen social connections and encourage a sense of belonging.

Alignment with Council Strategies and Policies

- Strengthening Communities Together Strategy
- Community Board Plan Priority: Good social and physical connections for our communities

Alignment with Council Funding Outcomes

- Support, develop and promote capacity.
- Community participation and awareness
- Enhance community and neighbourhood safety.
- Provide community-based programmes.
- Reduce or overcome barriers.
- Foster collaborative responses

Outcomes that will be achieved through this project.

A weekly youth group for school years 5-8, during term-time.
Holiday Activities throughout the year.
2-3 family-focused community wide events per year.
10 hours a week of youthwork in school, during term-time.
Fortnightly shopping trip to Christchurch for seniors.
6 hours per week of dedicated 1:1 or group work with isolated older adults.

How Will Participants Be Better Off?

Young people will feel connected to each other, the wider community, and the land around the Banks Peninsula. They will have a sense of belonging within our community and be encouraged to make connections and lasting relationships with their peers. They will have the opportunity to express themselves and have their suggestions for activities listened to. They will be encouraged to build leadership skills and an appreciation for differing world views. They will get outdoors and engage in activities within their local community.

The wider Diamond Harbour Community will be better connected.
Older adults will be less isolated and have better access to essential services.

Staff Assessment

Diamond Harbour Youth and Community Trust (DHYCT) was established in 2009. Their goal is "To enhance the Hauora (well-being) of young people and the wider community, to strengthen social connections and encourage a sense of belonging". They are the only organisation in the area providing this service.

DHYCT provide programs that enable young people and older adults to participate and engage in community life. They employ a part-time Manager and a part-time Youth Worker and have up to 30 volunteers who support their programmes. They also run two or three family-focussed community wide events each year with the aim of establishing broader social connections.

As well as running both term-time and school holiday youth programmes the Diamond Harbour Youth and Community Trust have a van which is used to transport seniors to Barrington Mall on a fortnightly basis. They have recently started collecting seniors from Governors Bay on their way to Barrington when there is space and demand. The Van is also used by the school for trips.

They also support seniors in other ways, including organising sessions to enhance confidence in the use of digital technology. They are also providing dedicated one to one social support and connection for older adults in their homes or in group sessions with other older adults. Older adult who are socially isolated are self-referred/referred by friends or with consent by the local medical centre and require support to become physically active again or need extra support with other practical needs. The community worker visits them in their home, builds relationships and helps to support them to find resources for the areas of need they have.

In the last year, their youth programmes reached over 120 children from ages 3-16 from Diamond Harbour and the surrounding areas. Their youth programmes include weekly term-time youth groups for school years 5-8, a surf youth group for girls in school years 5-12, weekend and holiday activities for varying ages, and 24-7 youth work including breakfast club at Diamond Harbour School.

DHYCT work closely with Diamond Harbour Primary School and support Harbour House Church to deliver food parcels.

Rationale for Staff Recommendation:

- This project aligns with the Strengthening Communities Together Strategy People, Place and Participation Objectives by providing access to recreational opportunities; facilitating lifelong learning opportunities; reducing loneliness and social isolation; encouraging communities to create and sustain a sense of local identity and increasing volunteering opportunities.
- It also aligns with the Community Board Plan priority - Good social and physical connections for our communities.
- This project delivers programmes and services to young and older members of Diamond Harbour and surrounding communities which would not otherwise be provided.

2024/25 SCF 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.

0067631	Organisation Name Project Lyttelton Incorporated	Name and Description Lyttelton Emergency Hub - Coordinator Wages Funding is sought towards the wages of a Coordinator who will manage the transition to this being volunteer led.	Funding History 2023/24 - \$3,550 (Lyttelton Toy Library) DRF BP 2023/24 - \$3,486 (Emergency Hub Set-up) DRF BP 2023/24 - \$19,000 (Project Lyttelton Yr 1 of 3) SCF BP 2022/23 - \$18,000 (Project Development & Coordination) SCF BP 2022/23 - \$26,500 (Carbon Reduction) Sustainability Fund 2021/22 - \$18,000 (Project Development & Coordination) SCF BP 2021/22 - \$2,000 (Project Matariki) DRF BP 2021/22 - \$4,500 (Farmers Market Traffic Management Training) DRF BP Other Sources of Funding Funds on hand - \$7,000	Request Budget Total Cost \$14,000 Requested Amount \$ 7,000 50% percentage requested Contribution Sought Towards: \$7,000 - 6 months wages for LEH Coordinator	Staff Recommendation \$ 6,000 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$6,000 from its 2024/45 Strengthening Communities Fund to Project Lyttelton Incorporated towards wages for the Emergency Hub Coordinator.	Priority 2
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Organisation Details:

Service Base:	54a Oxford Street, Lyttelton
Legal Status:	Incorporated Society
Established:	26/06/2008
Staff – Paid:	18
Volunteers:	12
Annual Volunteer Hours:	4500
Participants:	3,500
Target Groups:	Community Development
Networks:	Lyttelton Harbour Basin Youth Council, Lyttelton Community House, Orton Bradley Park, Whakaraupō Carving Centre, the Lyttelton Club, Lyttelton West School and Volcano Radio.

Organisation Description/Objectives:

Project Lyttelton is a community-based organization doing what is can where it is to support the development of a resilient community focusing on food, waste, people and emergency preparation.

Alignment with Council Strategies and Policies

- Strengthening Communities Together Strategy
- Community Board Objective - Proactive planning for climate change

Alignment with Council Funding Outcomes

- Support, develop and promote capacity.
- Community participation and awareness
- Enhance community and neighbourhood safety.
- Foster collaborative responses

Outcomes that will be achieved through this project.

The Lyttelton Emergency Hub will be live by the end of 2024.

Leaflets will be delivered to every household in Lyttelton with key information about being prepared for natural disasters and information about the Emergency Hub.

At least 3 full exercises will be run by March 2025.

How Will Participants Be Better Off?

LEH will prioritise the support of those who are made vulnerable by the disaster/hazard event.

LEH will deliver a welfare style response for residents of the local community.

LEH will work alongside and support a formal Civil Defence Centre if one is established in Lyttelton or establish and provide a space for people to gather, support each other, find out information etc. in the absence of a formal Civil Defence Centre.

LEH volunteers will be trained, upskilled and better informed.

Front line emergency services will be supported by a community-based group with local knowledge and connections.

The coordinator will network with and share all information with others around Whakaraupō and the Port Hills who are working on resilience planning and establishing emergency hubs to strengthen coordination and understanding about how different settlements could support each other.

Staff Assessment

The Lyttelton Emergency Hub (LEH) will play an important role in providing support, communication and identifying needs during or immediately after an emergency. Project Lyttelton have worked closely with the CCC Civil Defence Emergency Management (CDEM) Team around the Hub, which will be part of a network of pop-up community spaces that aim to meet the needs of the community during disasters.

The requirements of the Hub will vary depending on the type and location of the disaster. If the disaster is in Lyttelton then CDEM will open a Civil Defence Centre and the Lyttelton Emergency Hub will work alongside them. However, if the disaster is outside of Lyttelton it may be several days before official help can arrive. The community Emergency Hubs have been advised that they may need to provide support to their local community for at least 7 days.

To kickstart the local response in Lyttelton, project Lyttelton employed a Coordinator who has brought much needed consistency and depth to preparedness efforts. While progress has been made there is still significant work to be done in the coming year. This includes organising community information sessions, recruiting and training the Hub team, conducting practice exercises, establishing reporting processes and procedures, distributing leaflets to every household in Lyttelton, understanding local resources and transitioning the Hub to be volunteer led.

The coordinator is also bringing together a network of others in the locality who are working on establishing Emergency hubs to share information, develop relationships and consider the role each might play in supporting other communities if their need is greater.

Given the importance of this work for Lyttelton and other smaller communities around Whakaraupō who look to the LEH for leadership, Project Lyttelton is seeking funding to support this work for another year. They are applying to the Strengthening Communities Fund for six months? wages for the LEH Coordinator position to ensure the effectiveness of the Hub before leaving it in the hands of those volunteers who have been trained.

Rationale for Staff Recommendation:

- This project strongly aligns with the Strengthening Communities Together Strategy, Objective 3.4: Increase volunteering opportunities across the wider community and support the organisations providing such opportunities; Objective 4.1: Work with communities to prepare for and respond to emergencies, Objective 4.2: Support the capacity of the community and voluntary sector to understand, plan, adapt and respond to risk, disruption and change.
- This project strongly aligns with the Community Board Plan Objective: Proactive planning for climate change.
- The LEH will provide a crucial link between community, Council, Civil Defence and Emergency Services in the event of a disaster.

2024/25 SCF 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.

00067658	Organisation Name Smith Street Community Farm Trust	Name and Description Lyttelton Community Orchard Funding is sought towards equipment and supplies for the orchard.	Funding History 2023/24 - \$12,000 (Smith St Community Gardens Mgr Wages) SCF CBL Other Sources of Funding Nil	Request Budget Total Cost \$15,000 Requested Amount \$15,000 100% percentage requested. Contribution Sought Towards: Equipment and supplies for Lyttelton Community Orchard as follows: Compost, soil and fertiliser - \$2,000 Stake - \$1,500 Tools - \$5,000 Fruit trees - \$5,000 Volunteer expenses - \$1,500	Staff Recommendation \$ 3,000 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$3,000 from its 2024/25 Strengthening Communities Fund to the Smith Street Community Farm Trust towards Lyttelton Community Orchard.	Priority 2
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Organisation Details:

Service Base:	180 Smith Street, Woolston,
Legal Status:	Charitable Trust
Established:	13/01/2023
Staff – Paid:	1
Volunteers:	24
Annual Volunteer Hours:	1200
Participants:	100
Target Groups:	Community Development
Networks:	Canterbury Community Gardens Association

Organisation Description/Objectives:

Smith Street Community Farm Trust is the new legal structure for Smith Street Community Gardens which has been operating since early 2000s.

Vision:

A giant green fridge for local Linwood people.

Mission:

- To integrate food security into the environment edible crops are available in a public space.
- To showcase sustainable and culturally diverse ways of managing land bringing culture into the landscape
- To enhance local food and nutritional resilience getting good food to local people

Alignment with Council Strategies and Policies

- Strengthening Communities Together Strategy
- Community Board Plan Objective: Good social and physical connections for our communities

Alignment with Council Funding Outcomes

- Support, develop and promote capacity.
- Community participation and awareness
- Foster collaborative responses

Outcomes that will be achieved through this project.

The Manager will oversee:

- the plating of 20 additional trees
- two community planting days
- the organising a community design workshop
- the implementation of the strategic plan

How Will Participants Be Better Off?

The community will benefit from the establishment of a community orchard, which not only increases food resilience in the local environment but also fosters a sense of belonging. Furthermore, the project provides lifelong learning opportunities across multiple generations. Access to locally grown fruit to forage or harvest as a community builds resilience into the landscape.

Staff Assessment

The Lyttelton Community Orchard project, managed by the Smith Street Community Farm Trust, aims to enhance the local community by maintaining and further developing a community orchard. The orchard was initially established as a memorial for earthquake victims, with the goal of creating a lasting legacy for remembrance and community building. In 2023, the Trust took over management of the orchard from Life in Vacant Spaces (LiVS), signing a lease which expanded the area covered by three times the previous space and planting an additional 12 fruit trees.

To further develop the orchard, the Trust plans to plant 20 trees annually for the next five years. They will host two community planting days each year, aiming to engage a local group to take ownership of the site's ongoing maintenance. Volunteers have already demonstrated their commitment by watering and maintaining the existing trees, ensuring their survival throughout the hot summer.

By involving the community in the design, planning, and establishment of the orchard, the project aims to foster a sense of place-making and kaitiaki (guardianship) of the environment, creating a source of pride and connection.

The Lyttelton Community Garden project, which shares similarities and aligns with the outcomes for the community, has been a valuable resource for networking and collaboration. The Trust looks forward to collaborating with the community garden in the future.

Rationale for Staff Recommendation:

- This project aligns with the Strengthening Communities Together Strategy Objectives 1.5: Support groups involved in providing access to recreation, and those who care for the environment; 1.6: Facilitate and promote lifelong learning opportunities for all; 2.1: Encourage communities to create and sustain a sense of local identity and ownership; 2.3: Support the community activation and kaitiakitanga of public places and spaces; 3.4: Increase volunteering opportunities across the wider community and support the organisations providing such opportunities; 4.1: Work with communities to increase climate resilience and adaptation action.
- This project will enhance local green space for the benefit of the wider community.

2024/25 SCF 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.

00067499	Organisation Name Te Puna Auaha Lyttelton Trust Board	Name and Description ResourceFULL Funding is sought towards wages for a part-time Coordinator.	Funding History 2022/23 - \$20,000 (ResourceFULL) Sustainability Fund Other Sources of Funding COGS - \$7,000 (pending)	Request Budget Total Cost \$27,850 Requested Amount \$23,400 84% percentage requested. Contribution Sought Towards: Coordinator wages - \$23,400	Staff Recommendation \$ 8,000 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$8,000 from its 2024/25 Strengthening Communities Fund to the Te Puna Auaha Lyttelton Trust Board towards the ResourceFULL project.	Priority 2
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<p>Organisation Details:</p> <p>Service Base: 7 Norwich Quay, Lyttelton</p> <p>Legal Status: Charitable Trust</p> <p>Established: 20/12/2017</p> <p>Staff – Paid: 1</p> <p>Volunteers: 10</p> <p>Annual Volunteer Hours: 600</p> <p>Participants: 5,000</p> <p>Target Groups: Education</p> <p>Networks: Lyttelton Business Association</p> <p>Organisation Description/Objectives:</p> <p>To advance education by establishing, maintaining, and operating a Community Shed with equipment and resources in which members of the public can share their knowledge and skills applicable to practical projects.</p> <p>To bring together members of the Community to share their, work on practical tasks individually and where they have an opportunity to enjoy each other's company in a shared endeavour, for the benefit of the Community as a whole.</p>	<p>Alignment with Council Strategies and Policies</p> <ul style="list-style-type: none">Strengthening Communities Together StrategyCommunity Board Plan Objective: Good social and physical connections for our communities <p>Alignment with Council Funding Outcomes</p> <ul style="list-style-type: none">Support, develop and promote capacity.Community participation and awarenessProvide community-based programmes.Reduce or overcome barriers.Foster collaborative responses <p>Outcomes that will be achieved through this project.</p> <p>Te Puna Auaha will be open as a public space for each week for use of workshop equipment & spaces.</p> <p>Te Puna Auaha will run regular workshops.</p> <p>Te Puna Auaha will hold regular repair cafe events.</p> <p>How Will Participants Be Better Off?</p> <p>Learn new practical skills, inter-generational interaction, learning to be resourceful and reduce waste, having a space to be creative. We believe this project is about all 4 of the Te Haumako Te Whitingia Strengthening Communities Together Strategy: people, place, participation, and preparedness.</p>	<p>Staff Assessment</p> <p>Established as a Charitable Trust in 2018, Te Puna Auha now have a site and equipment and are seeking funding for a part-time coordinator for the ResourceFULL project.</p> <p>Te Puna Auaha's mission is to advance education by providing a Community Shed with equipment and resources for members of the public to share their knowledge and skills applicable to practical projects. The project aims to bring together members of the community to work on practical tasks, enjoy each other's company, and benefit the community as a whole.</p> <p>The desired outcomes of the ResourceFULL project include opening the space each week for the use of workshop equipment and spaces, running regular practical educational workshops, and hosting regular repair cafe events. Participants will benefit from the project by learning new practical skills, engaging in intergenerational interaction, fostering resourcefulness, reducing waste, and having a space for creativity.</p> <p>The coordinator will work approximately 15 hours per week and they will be responsible for coordinating workshops, the use of workshop equipment, and repair cafes in collaboration with Project Lyttelton. The coordinator's tasks include identifying workshop tutors, organising workshops, developing a schedule of workshops for the year, working with Project Lyttelton to plan repair cafe events, coordinating the use of workshop machinery (including H&S induction), and ensuring the space is organised and suitable for various purposes.</p> <p>The Lyttelton Library of Tools and Things (LLOTTs) is part of Te Puna Auaha. LLOTTs hire out tools to community members for a minimal annual subscription, enabling people to borrow rather than buy items that they may not use very regularly.</p> <p>Collaboration with Project Lyttelton, which shares similar values and organises sporadic repair cafe events, is a priority for the ResourceFULL project. The project also has connections with other repair cafes and tool libraries throughout New Zealand. The need for the project is evident in the lack of shared spaces in Lyttelton for learning manual skills and working on creative manual projects.</p> <p>The project has a partnership agreement with Te Hapū o Ngāti Wheke and is working on shared projects, including the design and painting of a mural (completed) and the development of interpretation panels (ongoing).</p> <p>The community will benefit from the ResourceFULL project through increased opportunities for learning and skill development, intergenerational interaction, and the promotion of repair, reuse, and reduced environmental impact. The project aims to contribute to Lyttelton's culture of creativity and resilience, providing purposeful volunteering and paid opportunities for community members.</p> <p>Rationale for Saff Recommendation:</p> <ul style="list-style-type: none">The project aligns with the Strengthening Communities Together Strategy, Objectives 1.5 Support groups involved in providing access to arts, culture, heritage, recreation, and those who care for the environment; 1.6: Facilitate and promote lifelong learning opportunities for all; 4.1: Work with communities to increase climate resilience and adaptation action; 4.2: Support the capacity of the community and voluntary sector to understand, plan, adapt and respond to risk, disruption and change.The project aligns with the Community Board Plan Objectives: proactive planning for climate change and Good social and physical connections for our communities.There is no other local project providing these opportunities for manual skill development and manual projects.
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2024/25 SCF 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.

00067311	Organisation Name Te Whare Tapere O Te Mata Hapuku Society Incorporated	Name and Description Operational costs A contribution to the operational costs of running Te Mata Hapuku Birdlings Flat Community Centre in 2024/2025.	Funding History 2023/24 - \$1,958 (Community Hub and Emergency Response Plan) DRF BP 2023/24 - \$3,000 (Community Hall and Newsletter) SCF BP 2022/23 - \$11,536 (Art on the Fence) Place Partnership Fund 2021/22 - \$700 (Tiki Tuna Mural) Place Partnership Fund Other Sources of Funding Community fundraising events	Request Budget Total Cost \$ 6,269 Requested Amount \$ 6,269 100% percentage requested. Contribution Sought Towards: \$6,269 - Operational Costs Heat pump maintenance \$160 Drain Cleaning \$150 Newsletter \$1,200 Events \$600 Carpet Cleaning \$260 Insurance \$380 Electricity \$600 Cleaning \$900 Contents Insurance \$709 Administration \$150 Gas \$80 Telephone and internet \$1,080	Staff Recommendation \$ 3,500 That Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$3,500 from the 2024/25 Banks Peninsula Strengthening Communities Fund to Te Whare Tapere O Te Mata Hapuku Society Incorporated towards operational, newsletter and events costs,	Priority 2
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Organisation Details:

Service Base:	157 Poranui Beach Rd, Birdlings Flat
Legal Status:	Incorporated Society
Established:	13/11/2019
Staff – Paid:	0
Volunteers:	0
Annual Volunteer Hours:	2000
Participants:	210
Target Groups:	Community Development
Networks:	None

Organisation Description/Objectives:

The purpose of the Society is to manage Te Mata Hapuku Birdlings Flat Community Centre for the benefit of the residents of Birdlings Flat.

To undertake other activities that have the object of enhancing the wellbeing of the community and promoting community cohesion and public spirit within Birdlings Flat.

Alignment with Council Strategies and Policies

- Strengthening Communities Together Strategy
- Climate Change Strategy
- Sports and Recreation Strategy
- Equity and Inclusion Policy

Alignment with Council Funding Outcomes

- Community participation and awareness
- Increase community engagement.
- Provide community-based programmes.
- Reduce or overcome barriers.

Outcomes that will be achieved through this project.

The Management, administration, and operation of Te Mata Hapuku Birdlings Flat Community Centre

Promotion and provision of access to the hall for community, personal and business events.

Develop and hold community events, distribute information and news to the Birdlings Flat community.

How Will Participants Be Better Off?

The Community Hall is an active and responsive asset for the community.

Staff Assessment

Te Whare Tapere O Te Mata Hapuku Society Incorporated (the Society) was formed in 2019 to formally take over the management of the Christchurch City Council owned community centre in Birdlings Flat, something it had been doing under the umbrella of the Little River Wairewa Community Trust since the building opened in 2017. The group hosts community events and activities throughout the year, including regular community meetings, barbecues, family days, local speaker sessions and celebrations. The facility is also hired out as a venue for community exercise classes, a local book group and private functions. The Society is also seeking a contribution towards cleaning the facility, a regular newsletter, events and other operational expenses.

The bi-monthly newsletter is used to inform residents about local activities and events, and to encourage participation and volunteering in Birdlings Flat. Printed copies are delivered by volunteers to every letterbox in the community (120 households).

As this is the only community facility in Birdlings Flat. It has been welcomed by the local community and events are well supported by locals and people from Little River and other parts of the Wairewa area. As more community members attend the events and activities at the facility, the group is hoping to encourage and support more community engagement, and eventually establish a Birdlings Flat Residents' group to act as a point of contact and advocacy for local residents. The current application is seen as a step towards a longer-term goal of increased connection, engagement, and strength within the community as a whole.

Rationale for Staff Recommendation:

- Close alignment with the following strategies:
 - Physical Recreation and Sport Strategy by offering a range of indoor and outdoor recreation activities to the Birdlings Flat community.
 - Strengthening Communities Together Strategy, all four Pillars, but particularly those regarding People and Place, by providing a place for social connections and learning, opportunities for volunteering in the community and managing the Birdlings Flat Community Centre.
 - Climate Change Strategy by supporting community response planning and providing a community emergency hub.
 - Equity and Inclusion Policy by providing a range of events and activities for all.
- Alignment with the Board Priority "Good social and physical connections for our communities", through their many activities.

2024/25 SCF 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.

00067310	Organisation Name The Lyttelton Information and Resource CentreTrust	Name and Description Funding for Lyttelton Information and Resource Centre (LIRC) operational costs, including wages. The Lyttelton Information and Resource Centre is applying for operating costs including wages.	Funding History 2023/24 - \$8,000 (Manager Wages) Metro DRF 2023/24 - \$10,584 (Op Costs) NON-CONTESTABLE 2022/23 - \$5,000 (Lyttelton Review) SCF BP 2022/23 - \$10,584 (Op Costs) NON-CONTESTABLE 2021/22 - \$7,000 (Lyttelton Review) SCF BP 2021/22 - \$10,500 (Operational Costs) DRF BP 2021/22 - \$968 (Centre Signage) DRF BP Other Sources of Funding Other grants - \$20,875 Other income - \$11,300	Request Budget Total Cost \$62,797 Requested Amount \$10,000 16% percentage requested. Contribution Sought Towards: Operational costs, including wages - \$10,000	Staff Recommendation \$ 5,000 That Te Pātaka o Rākaihautū Community Board approves a grant of \$5,000 from its 2024/25 Strengthening Communities Fund to The Lyttelton Information and Resource Centre Trust toward operating costs.	Priority 2
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Organisation Details:

Service Base:	20 Oxford Street, Lyttelton
Legal Status:	Charitable Trust
Established:	30/04/1996
Staff – Paid:	1
Volunteers:	26
Annual Volunteer Hours:	1820
Participants:	5,000
Target Groups:	Community Development
Networks:	Volunteer Canterbury

Organisation Description/Objectives:

The Lyttelton Information & Resource Centre Trust (LIRC) has been in existence for over 20 years, providing information, support, and an opportunity to connect to locals and visitors. We continue to modify the service we offer, to meet the changing requirements of our local community. The central focus of our work is connection; at a basic level, we connect people with the information they need about events, activities, and services in Whakaraupō Lyttelton.

Alignment with Council Strategies and Policies

- Strengthening Communities Together Strategy

Alignment with Council Funding Outcomes

- Community participation and awareness
- Provide community based programmes.
- Foster collaborative responses

Outcomes that will be achieved through this project.

Mana Whenua - build connections so their community feels supported, involved, and has a greater sense of belonging.

Most of their volunteers are 60+; volunteering helps them connect with and strengthen their community, utilising their skill and knowledge.

For visitors to Whakaraupō (including Sail GP and cruise ships) LIRC is a hub of information (online and in person)

The LIRC Administrator coordinates between volunteers and the board to ensure they meet the needs of their community and visitors.

How Will Participants Be Better Off?

Whakaraupō has a proven record of coming together in times of great need LIRC plays a key role to in building and fostering connections in our community. LIRC enhance wellbeing and social connection, encourage participation, promote community leadership, and support visitors. Their services are free - they support families and whanau, individuals, and older residents. The community support the group through volunteering. Their website and Facebook page provide information about Whakaraupō and the various means with which locals and visitors to come together to eat, drink, engage in cultural activities, and learn more about Whakaraupō's rich history.

Staff Assessment

LIRC has a long history of providing information, support, and an opportunity to connect; the information centre is open on 363 days a year offering information and help for our community and visitors.

Services are free to all, support families and whanau with young children, individuals, and older residents. The Lyttelton community is unique geographically and socially and services promote these places and their special character.

Rationale for Staff Recommendation:

- LIRC plays a key role to in building and fostering connections in the community.
- Enhances wellbeing and social connection, encourage participation, promote community leadership, and support visitors.

2024/25 SCF 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.

00067102	Organisation Name The Lyttelton Recreation Centre Trust	Name and Description Wages for the Facility Manager A funding contribution is sought towards wages for the Facility Manager to support participation and activation of the centre for the Whakaraupō community.	Funding History 2023/24 - \$86,000 (Recreation Centre Activation) Capital Endowment Fund 2023/24 - \$20,000 (Facility Manager Wages) SCF BP 2022/23 - \$20,000 (Facility Manager Wages) SCF BP 2022/23 - \$1,500 (Mural) DRF BP 2021/22 - \$15,000 (Facility Manager Wages) SCF BP Other Sources of Funding Donations - \$25,000 User fees - \$7,500 Facility hire - \$26,500 NZCT - \$10,000 COGS - \$4,000 (pending) Lotteries - \$25,000 (pending)	Request Budget Total Cost \$125,200 Requested Amount \$25,000 20% percentage requested. Contribution Sought Towards: Salaries/wages - \$25,000	Staff Recommendation \$17,500 That Te Pātaka o Rākaihautū Peninsula Community Board approves a grant of \$17,500 from its 2024/25 Strengthening Communities Fund to the Lyttelton Recreation Centre Trust towards wages for the Lyttelton Recreation Centre Manager.	Priority 2
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Organisation Details: Service Base: 25 Winchester Street, Lyttelton Legal Status: Charitable Trust Established: 18/11/2020 Staff – Paid: 2 Volunteers: 15 Annual Volunteer Hours: 1500 Participants: 2,000 Target Groups: Health & Wellbeing, Local and Bay residents, Recreation and Sport tutors, coaches and volunteers in this sector, older adults, children and youth. Networks: Lyttelton Port Company, Workers Educational Association (WEA), Lyttelton community, Pay2Play, recreation and sport coaches and tutors. Organisation Description/Objectives: The kaupapa of the Trust is to create a space for the wider community of Whakaraupō to come together. A space where the whole community is invited to engage, participate, and actively contribute. i. To promote wellbeing to learn, be active, give, take notice, and connect in a vibrant, dynamic, complementary, and supportive space for all. ii. Hold and manage property for community benefit. iii. To achieve these objectives by being socially inclusive and environmentally sustainable	Alignment with Council Strategies and Policies <ul style="list-style-type: none">Strengthening Communities Together StrategyPhysical Recreation and Sports Strategy Alignment with Council Funding Outcomes <ul style="list-style-type: none">Support, develop and promote capacity.Community participation and awarenessProvide community-based programmes. Outcomes that will be achieved through this project. LRC Trust has a common purpose to create a space for our community to engage, participate, and actively contribute. They promote wellbeing by encouraging residents to learn, be active, and connect in a vibrant, dynamic, supportive space for all. They will continue to collaborate with the Lyttelton Community House to run Youth Group for rangatahi in Whakaraupō Social connections help reduce social isolation; we promote wellbeing and social connectedness within Whakaraupō that enhances the lives of residents. How Will Participants Be Better Off? LRC work with the community to develop diverse programmes, events, and tenants to utilise LRC, to encourage and support more connection and participation. LRC provides an inclusive space for everyone, building a sense of community and encouraging physical and mental wellbeing. Participants who attend a specific group can see the vast array of other groups and sports they could attend; this participation can help to support and encourage them. The Youth Group encourages young people to have a go and can be an important steppingstone to encouraging a lifetime of healthy activity and community involvement.	Staff Assessment The Lyttelton Recreation Centre (LRC) is situated at 25 Winchester Street, it has the Trinity Hall, two squash courts, a small room to hire on the mezzanine floor and a sports hall. Spaces are available for functions, activities, meetings, and events creating a hub for the community. The Centre creates a space where residents are invited to engage, participate, and actively contribute. This assists to build a sense of community encouraging recreation, play, connections, teaching, and learning. A range of groups use the centre such as, Youth Group, Te Reo Classes, Thai Chi, Football, Squash, Lyttel Tumblers, Ballet, Yoga, Dance Fitness and Strength and Balance classes; there are a wide variety of activities, educational experiences and events for all ages and abilities. In October 2023 the LRC was gifted a new name by Te Hapū o Ngāti Wheke Manawa Kawhiu. Manawa Kawhiu symbolizes Whanaungatanga, Kotahitanga and Pukengatanga whilst promoting a space for the community to connect, empower individuals and groups of a common collective to add energy and value to this cause. In the past year LRC have provided 24 private events, 1,138 Pay2Play bookings (30 minutes, casual bookings such as squash, basketball, and table- tennis), 800 regular bookings per year (includes Strength and Balance, Lyttel Tumblers, football) and 20-25 young people per week attending youth group. The centre is overseen by the Lyttelton Recreation Centre Trust (LRCT) which drives the activation of the centre. This framework came into place as a need identified by the Christchurch City Council (Council) to encourage and grow community participation. In partnership, the Council and the LRCT uphold the Kaupapa of the centre. Rationale for Staff Recommendation: <ul style="list-style-type: none">This project aligns strongly with the Physical Recreation and Sports Strategy by: Goal 1: Facilities and Environment, Goal 2: Availability and Accessibility, Goal 3: Motivation and Awareness.The project contributes to the Strengthening Communities Together Strategy pillars of People, Place and Participation specifically by:<ul style="list-style-type: none">Actively promoting a culture of equity and fostering inclusion across communities and generations.Encouraging communities to create and sustain a sense of local identity and ownership.Having the wider community socially and actively engaged.This project demonstrates Council's on-going commitment to encourage and grow community participation, activation, and use of Council-owned community buildings.
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2024/25 SCF 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.

00067706	Organisation Name Akaroa Heritage Festival Society Inc.	Name and Description Akaroa French Festival 2025 Akaroa French Festival is a three-day family friendly biennial event and is the largest event held in Akaroa. It celebrates the arrival of the French ship Comte de Paris on the shores of Akaroa in 1840 and acknowledges the influence of the French, local Māori and others. A contribution is sought towards the Independent Contractor Fees for the Festival Manager, Website & Social Media Manager, and the Marketing Manager.	Funding History 2023/24 - \$7,395 (Akaroa French Festival 2023) SCF BP 2022/23 - \$7,500 (Festival Manager) SCF BP 2022/23 - \$30,000 (Akaroa French Festival) Events and Festivals Fund 2021/22 - \$4,500 (Akaroa French Festival contractors) SCF BP Other Sources of Funding Akaroa Heritage Festival Society have not identified an alternative plan for funding this cost however they do have funds on hand.	Request Budget Total Cost \$32,725 Requested Amount \$ 8,000 24% percentage requested. Contribution Sought Towards: \$8,000 - Independent Contractor Fees	Staff Recommendation \$ 0 That Te Pātaka o Rākaihautū declines the application to its 2024/25 Strengthening Communities Fund from the Akaroa Heritage Festival Society for the French Festival.	Priority 3
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Organisation Details: Service Base: Akaroa Legal Status: Incorporated Society Established: 1/08/1990 Staff – Paid: 0 Volunteers: 11 Annual Volunteer Hours: 5000 Participants: 9,000 Target Groups: Heritage Networks: N/a Organisation Description/Objectives: To produce the wildly successful Akaroa French Festival every two years	Alignment with Council Strategies and Policies <ul style="list-style-type: none">Strengthening Communities Together StrategyMulticultural Strategy Alignment with Council Funding Outcomes <ul style="list-style-type: none">Support, develop and promote capacity.Community participation and awareness Outcomes that will be achieved through this project. To engage a focused, management team with the appropriate professional skill bases and local knowledge To enable a dynamic management link between the management committee and all heads of departments, both volunteer and paid. To produce a professionally run festival that meets all goals, that is a safe, enjoyable, and profitable festival for all. To maintain their festival budget and to ensure the correct appropriation of funds. How Will Participants Be Better Off? Bringing the community together from all aspects of life to celebrate with pride to demonstrate our heritage and cultures. Building a sustainable future for AFF by providing opportunity to engage in learning and practicing all skills that relate to event management, performance and administrative. Building a world-class festival with community support that has appeal to attract visitors from outside of the region. Providing a safe and successful infrastructure of accommodation, transport and hospitality for all demographics Providing opportunities for local businesses to maximise financial opportunities. Providing an unforgettable, fun experience for all to be remembered and revisited to future festivals.	Staff Assessment French Festival (French Fest) is a biennial family friendly event. The event seeks to celebrate the arrival of the French in Akaroa and acknowledges Māori and European connections. This is a flagship event for the Akaroa calendar, attracting approximately 8000 attendees. The event provides an economic boost in the shoulder season and an opportunity for community connection and celebration. French Festival was first staged by the local community in 1992. Christchurch City Council (Council) managed the event from 2008 - 2015. Akaroa Heritage Festival Society (AHFS) took over management of the festival after 2015 after Council staff capacity was reduced. AHFS have a desire to ensure the generous contribution from volunteers is utilised appropriately and effectively while also increasing the profile and professionalism of the event. This has helped AHFS to ensure the reliable delivery of all aspects of the event. AHFS are seeking a contribution toward the Independent Contractor fees for the Festival Manager, Website & Social Media Manager and Marketing Manager. Their roles that have been identified as needs that cannot be met through the volunteer contribution. Rationale for Staff Recommendation: <ul style="list-style-type: none">The French Festival event delivers a number of positive outcomes for Banks Peninsula. However, due to the financial constraints of the fund, it is considered lower priority than the projects that have been recommended for funding. The rationale for this is that French Festival is in an off year, resulting limited activities and costs that can be attributed to the 2024/25 funding year. AHFS also have an application to the Council's 2024/25 Events and Festivals Sponsorship fund for operational expenses. In previous funding years the group have received partial funding through this avenue.
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2024/25 SCF 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.

00067580	Organisation Name Governors Bay Jetty Restoration Trust	Name and Description Improvements to Governors Bay jetty Funding towards a binocular and signage that shows the history of the jetty, what you can see and usage of the jetty.	Funding History 2022 - \$1,609,800 (Jetty Restoration Project) Community Loan Scheme Other Sources of Funding Nil	Request Budget Total Cost \$20,544 Requested Amount \$20,544 100% percentage requested. Contribution Sought Towards: Up to \$20,544 - Information signs and outdoor binoculars to enhance jetty user experience.	Staff Recommendation \$ 0 That Te Pātaka o Rākaihautū Peninsula Community Board declines a grant from its 2024/25 Strengthening Communities Fund to the Governors Bay Jetty Restoration Trust for a binocular and signage for the jetty.	Priority 3
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Organisation Details: Service Base: Governors Bay Legal Status: Charitable Trust Established: 1/08/2015 Staff – Paid: 0 Volunteers: 8 Annual Volunteer Hours: 40 Participants: 25,000 Target Groups: Education Networks: Organisation Description/Objectives: Guardianship of Governors Bay Jetty (since we rebuilt it in 2023)	Alignment with Council Strategies and Policies -Strengthening Communities Together Alignment with Council Funding Outcomes <ul style="list-style-type: none">Community participation and awareness Outcomes that will be achieved through this project People will learn about the amazing volcanic landscape surrounding the jetty and the history of the jetty / local area. Binoculars will be a focal point and fun activity allowing people to inspect the landscape close-up. How Will Participants Be Better Off? They will learn about the jetty, landscape, environment, and sea life of whakaraupō, the use of the Te Reo names of the landscape will bring new meaning to those who know the landscape only by the English names, and the wellbeing and connecting properties of the jetty (many people find solace on the jetty, do some soul searching, and connect with other people) will be enhanced by using the binoculars to look around. By reading the signs, users of the jetty will go home having learnt something new.	Staff Assessment In 2023, the Trust rebuilt Governors Bay jetty as a community facility for fishing, walking, launching small boats, jetty jumping, accessing the sea, etc. This facility will be returned to the Council once the Trust has repaid the loan it took out to pay for the rebuild. The jetty is well-used, with a range of people from all over the motu (and overseas visitors) using it. The information will include names in both English and Māori. They are planning to collaborate with Ngāti Wheke on this. This project aims to enhance the experience of jetty users. Rationale for Staff Recommendation: <ul style="list-style-type: none">Provides information to visitors of the Jetty enhancing the experience for users leading to greater overall utilisation of the key community asset.Collaboration with Ngāti WhekeInsufficient community outcomes relative to other projects being considered for funding.
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2024/25 SCF 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.

00067532	Organisation Name Te Tapuwae O Rakau Trust	Name and Description Te Tapuwae O Rakau Plant Nursery Split - CBL 50% / BP 50% Te Tapuwae O Rakau is applying irrigation for their native plant nursery setup.	Funding History Nil Other Sources of Funding Rata Foundation TBD Christchurch Casino TBD	Request Budget Total Cost \$62,744 Requested Amount \$19,819 32% percentage requested Contribution Sought Towards: Nursery Infrastructure Costs - \$19,819	Staff Recommendation \$ 0 That Te Pātaka o Rākaihautū Community Board declines the application to its 2024-25 Strengthening Communities Fund from Te Tapuwae o Rakau Trust towards installing an irrigation system and associated connection costs.	Priority 4
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Organisation Details: Service Base: 15 Jutland Street, North New Brighton Legal Status: Charitable Trust Established: 29/08/2017 Staff – Paid: 1 Volunteers: 100 Annual Volunteer Hours: 458 Participants: 300,000 Target Groups: Environment Networks: Organisation Description/Objectives: 1) To inspire, motivate and educate present and future generations to reinstate native plants across South Island New Zealand in collaboration with our Treaty Partners through reforestation projects. 2)To assist in developing a structured approach to replanting flora on the port hills and Canterbury area following the Christchurch earthquakes and Port Hills fires. 3)To coordinate and implement planting plans and schemes to areas available for reforestation.	Alignment with Council Strategies and Policies <ul style="list-style-type: none">Biodiversity Strategy Alignment with Council Funding Outcomes <ul style="list-style-type: none">Supports native planting leading to greater biodiversity. Outcomes that will be achieved through this project. Native Plant Propagation - Increased availability of native plants for ecological restoration projects, enhancing biodiversity and ecosystem resilience. Ecosystem Restoration pipeline of planting projects supported by their partnerships and community volunteers. Create opportunities for local communities and youth to learn about ecosystem protection and become kaitiaki of tautahi." How Will Participants Be Better Off? Ecological restoration of local communities and land. Creating more liveable spaces for people of Otautahi and Banks Peninsula. Creating more climate resilient communities. Engaging with communities and empowering and educating them to take ownership on the above outcomes.	Staff Assessment This request is recommended as a Priority 4 due to other funding sources being deemed more appropriate. Te Tapuwae o Rakau Trust (The Tree Footprints Trust) were established in 2017 to develop and implement a structured approach to replanting trees on the Port Hills. The idea behind the project was to repair the damage left by the 2011 earthquakes and recent Port Hills fires. The Trust aims to foster collaboration and cooperation with the plethora of organisations and groups currently involved in the care and conservation of the Port Hills. To accelerate the current planting schemes the Trust is establishing a native plant nursery at 21 Pratt Street in the Residential Red Zone (RRZ) where they have constructed a propagation facility to supplement plant supplies or planting projects on private and public land in Council RRZ. They have a license to occupy until November 2025. Although their initial focus was re-vegetating the Port Hills, the Trust are also engaging in restorative planting project in red-zoned land in Bexley and around New Brighton Road. Rationale for Staff Recommendation: <ul style="list-style-type: none">There is not enough evidence that this project will provide enough benefit to Banks Peninsula in the immediate future. As this is largely set-up costs and the nursery is not based here funding is not recommended at this time. Coastal-Burwood-Linwood staff recommendation - \$0
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2024/25 SCF BANKS PENINSULA DECISION MATRIX

Priority Rating

One
Two
Three
Four

Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
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.

00067621	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Cass Bay Residents Association	Cass Bay Reserves Development Under the direction of Cass Bay Reserves Committee and Cass Bay Residents Association, many residents volunteer to work alongside CCC Parks staff to plant natives and develop tracks in the local reserves. Funding is sought towards volunteer recognition activities.	\$ 600 Requested \$ 500 (83% requested)	Volunteer Recognition - Cass Bay Reserves Development - \$500	\$ 500 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$500 from its 2024/25 Strengthening Communities Fund to the Cass Bay Residents Association towards volunteer recognition for those working on Cass Bay Reserves Development.	2

Organisation Details Service Base: Private residence Legal Status: Incorporated Society Established: 6/06/2006 Target Groups: Environment Annual Volunteer Hours: 2000 Participants: 60 Alignment with Council Strategies <ul style="list-style-type: none">Strengthening Communities Together StrategyCommunity Board Plan Objectives<ul style="list-style-type: none">Proactive planning for climate changeProtect and enhance biodiversity on Banks PeninsulaGood social and physical connections for our communities CCC Funding History 2022/23 - \$998 (Unity Week Planting) Community Activation Fund Other Sources of Funding Cass Bay Residents Association - \$100	Staff Assessment Residents of Cass Bay have been working with CCC staff to develop tracks and plant native species to reduce sedimentation in Lyttelton Harbour, bring back biodiversity and reduce fire risk. This funding application is to help pay for BBQs, morning teas etc. in recognition of the many hours of volunteer mahi that people give and build community feeling of well-being. Rationale for Staff Recommendation: <ul style="list-style-type: none">This project aligns with the Strengthening Communities Together Strategy, Objective 1.5: Support groups who care for the environment; Objective 2.1: Encourage communities to create and sustain a sense of local identity and ownership; Objective 2.3: Support the community activation and kaitiakitanga of public places and space; Objective 3.4: Increase volunteering opportunities across the wider community and support the organisations providing such opportunities; Objective 4.1: Work with communities to increase climate resilience and adaptation action.This project aligns with the following Banks Peninsula Community Board Plan Objectives: Proactive planning for climate change; Protect and enhance biodiversity on Banks Peninsula, and Good social and physical connections for our communities.This project recognises the dedication of volunteers and their efforts to support biodiversity, reduce sedimentation and reduce fire risk.
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2024/25 SCF 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.

00067560	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Community Watch City to Sumner Incorporated	Keeping our patrollers in contact Split - CBL 30% / BP 40% / SCH 30% Community Watch City to Sumner (CWCS) patrols in eastern suburbs of Christchurch and within the Lyttelton Harbour communities to Diamond Harbour. It wishes to organise monthly gatherings of its volunteers building cohesion and acknowledging service.	\$ 1,500 Requested \$ 1,500 (100% requested)	Volunteer Recognition - \$1,500	\$ 400 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$400 from its 2024/25 Strengthening Communities Fund to Community Watch City to Sumner Incorporated toward volunteer recognition.	2

Organisation Details Service Base: Private residence Legal Status: Charitable Trust Established: 30/06/2008 Target Groups: Safety Annual Volunteer Hours: 3,000 Participants: 10,000 Alignment with Council Strategies <ul style="list-style-type: none"> Strengthening Communities Together Strategy Community Board Objective: Good social and physical connections for our communities CCC Funding History 2022/23 - \$560 (Community Patrol) SCF BP 2022/23 - \$840 (Community Patrol) SCF LCH Other Sources of Funding Funds on hand - \$12,923 (tagged)	Staff Assessment Community Watch City to Sumner (CWCS) was established in 1998 with volunteers who help the Police by doing regular patrols in cars during the day and evening. They patrol from Barbadoes Street to Sumner/Taylor's Mistake, Lyttelton, and the bays to Diamond Harbour. The Police share updates with the group on areas to focus on. The patrols report any crimes they see and provide security at events and contribute to a safer community. Volunteers patrol the neighbourhoods in their area, through day and evening patrols, each shift being 3 to 4 hours. They report anything suspicious to the Police and inform the council about issues like graffiti, dumped rubbish and abandoned shopping carts. One challenge faced is that volunteers doing day patrols 9am to 1pm may never meet volunteers doing evening patrols 7pm to 11pm. This makes it hard for the group to stay connected and work seamlessly together. To address this issue, CWCS plan to gather all patrollers together once a month socially to share kai. This is to recognise volunteers' efforts in keeping crime and graffiti down in the community and making the neighbourhood safer, whilst also fostering team spirit, a sense of belonging and ensuring every patrol volunteer feels appreciated. Rationale for Staff Recommendation: <ul style="list-style-type: none"> It provides a space for volunteers to be recognised for their dedication and efforts, which also helps to maintain volunteer numbers. Their gatherings will strengthen the connectedness within the team and will create a sense of belonging. It aligns closely with Strengthening Communities Together, especially objective 3.4 Increase volunteering opportunities across the community and support the organisations providing such opportunities and objective 4.3: Support neighbourhood and city-wide initiatives aimed at increasing a sense of neighbourliness. It provides support to the Police in patrolling identified hotspots. Coastal-Burwood-Linwood staff recommendation - \$350 Spreydon-Cashmere-Heathcote staff recommendation - \$450
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2024/25 SCF 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.

00067276	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Duvauchelle Agricultural and Pastoral Association Incorporated	<p>Agriculture & Pastoral Show</p> <p>Duvauchelle Agricultural and Pastoral Association is a not-for-profit group who will provide a community event in January 2025 designed to bring together the rural community.</p> <p>A contribution is sought towards the smooth running of the event.</p>	<p>\$37,167</p> <p>Requested</p> <p>\$ 4,375</p> <p>(12% requested)</p>	<p>PA system - \$1,450</p> <p>Waste disposal - \$750</p> <p>CCC lease - \$275</p> <p>Ribbons - \$500</p> <p>Advertising - \$200</p> <p>Equipment/materials - \$1,200</p>	<p>\$ 750</p> <p>That the Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$750 from its 2024/25 Strengthening Communities Fund to fund the Waste Management of the event.</p>	2

Organisation Details

Service Base: Akaroa-Christchurch Highway, Duvauchelle
 Legal Status: Incorporated Society
 Established: 1/01/1898
 Target Groups: Sports/Recreation
 Annual Volunteer Hours: 2500
 Participants: 1,000

Alignment with Council Strategies

- Strengthening Communities Together Strategy
- Physical Recreation and Sport Strategy
- Equity and Inclusion Policy

CCC Funding History

None in the past three years

Other Sources of Funding

Bar sales - \$7,500
 Sponsorship - \$4,250
 Trade sites - \$2,500
 User/Registration Fees - \$7,500
 Golf carts - \$3,500
 Gate takings - \$10,000
 Memberships - \$1,500
 CCC Events Fund - \$5,000 (pending)
 Pub Charity - \$3,000 (pending)

Staff Assessment

Duvauchelle Agricultural and Pastoral Association Ltd is a not-for-profit group that provide the Duvauchelle Agricultural & Pastoral Show. This is a community event that takes place in January.

The event has a 150-year history as a place of social connection for the rural community. Over 1000 people attend the event which is supported by 100 volunteers.

The event hopes to support and enhance mental health and wellbeing for both the participants and attendees through the sport and recreational component and community connection.

This intergenerational event provides an opportunity for young people to contribute to the community. The event collaborates with several local stakeholders including Emergency Services, schools, Akaroa Lions and various sports groups.

The group have identified the Waste Management of the event as a particular need that would ensure the smooth running of the event.

Rationale for Staff Recommendation:

- The event aligns with the Strengthening Communities Together Strategy particularly Objective 2.1 Encourage communities to create and sustain a sense of local identity and ownership through supporting local events that connect people.
- The event aligns with the Physical Recreation and Sport Strategy Goal 2 regarding availability and accessibility of a wide range of physical recreation and sport activities that are made available to all citizens of Christchurch and beyond.
- The event aligns with the Equity and Inclusion Policy commitment to removing barriers to access physical spaces, information and participation by supporting a community-led opportunity designed to enhance wellbeing and foster connection in a rural community where the risk of isolation is increased.

2024/25 SCF 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.

00067577	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Governors Bay Community Association (Inc)	The Bay News The Bay News is a community Newsletter distributed quarterly to all households in Governors Bay. Funding is sought towards the cost of printing the newsletter.	\$ 1,400 Requested \$ 1,400 (100% requested)	Printing and Distribution - The Bay News - \$1400	\$ 500 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$500 from its 2024/25 Strengthening Communities Fund to the Governors Bay Community Association towards printing the Bay News.	2

Organisation Details Service Base: Private Residence Legal Status: Incorporated Society Established: 8/06/1956 Target Groups: Community Development Annual Volunteer Hours: 100 Participants: 800 Alignment with Council Strategies <ul style="list-style-type: none"> Strengthening Communities Together Strategy Community Board objective - Good social and physical connections for our communities CCC Funding History 2021/22 - \$500 (Bay News Print Costs) DRF BP Other Sources of Funding None	Staff Assessment The Bay News is a newsletter produced quarterly by the Governors Bay Community Association. It has been running almost continuously for over 25 years. It provides information and articles of interest to the members of Governors Bay community. Contributions are sought from local residents and groups and it serves to highlight community services in the area, upcoming community events and provides a forum for groups to feedback to the wider community on their activities and achievements. Volunteers work hard to pull together this newsletter which helps to enhance social connection, reduce isolation, help foster a sense of identify and belonging within the bay whilst also raising awareness of and increasing participation in local events. Over the years the Bay News has been produced mainly in paper and delivered by hand. For periods it has been only electronic and circulated by email and social media. Recent restoration of a regular printed version delivered to all homes has been very well received in the local community. The Governors Bay Community Association Committee wishes to continue this quarterly publication as printed copy as the primary means of keeping the community informed and connected. The Bay News is available to read online. However, there are members of the community, particularly older adults, who do not have access to the internet at home. Apart from printing costs there are no other costs associated with this newsletter. All work is done by volunteers: contributors, editorship and delivery. Rationale for Staff Recommendation: <ul style="list-style-type: none"> The project aligns with the Strengthening Communities Together Strategy and the Banks Peninsula Community Board Plan. Providing funding towards printing of up to 100 copies of each newsletter to deliver to individuals without internet access as well as some to be placed at a central location is a way of ensuring that this community newsletter is available to all. However, printing copies for delivery to every household is no longer considered to be necessary or environmentally responsible.
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2024/25 SCF 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.						
00067598	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Little River Support Group	Swimming pool caretaker wages Make the Little River School Pool available to the wider community over the summer months.	\$ 5,000 Requested \$ 3,500 (70% requested)	Pool caretaker wages - \$3,500 for the 2024/5 and 2025/6 seasons.	\$ 2,000 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$2,000 from its 2024/25 and \$2,000 from its 2025/26 Strengthening Communities Funds to the Little River Support Group for pool caretaker wages.	2
Organisation Details Service Base: Private Residence Legal Status: Incorporated Society Established: 31/01/2009 Target Groups: Sports/Recreation Annual Volunteer Hours: 30 Participants: 300 Alignment with Council Strategies <ul style="list-style-type: none">Physical Recreation and Sport StrategyStrengthening Communities Together Strategy CCC Funding History 2023/24 - \$2,000 (Pool Caretaker Wages) DRF BP 2022/23 - \$2,611 (Pool Caretaker Wages) SCF BP 2021/22 - \$2,611 (Pool Caretaker Wages) SCF BP Other Sources of Funding Key holder fees - \$1,500			Staff Assessment Each year the Little River Support Group facilitates the opening of the school swimming pool over the summer months to ensure it is available to the community for use after school hours, in the weekends and during the summer holidays. The financial contribution sought covers a small allowance to the caretaker who closes and covers the pool each night, cleans the pool and environs – including the toilets and changing rooms and administers the water care chemicals to maintain the pool to required standards. This ensures on-going access to a swimming pool by all members of the Little River/Wairewa Community. This is a multi-year application for the 2024/5 and 2025/6 seasons. Little River Support Group is a community-based volunteer group, run in conjunction with Little River School and is mainly funded through fundraising activities. The Community Pool Project is subsidised by community members who pay for their access keys. The pool is a hub for the community over the summer period and encourages community participation and social cohesiveness. It also provides a recreational amenity at minimal cost to a community that has few local facilities. Wairewa does not have easy access to the sea or a safe swimming beach in close proximity and the cost of travelling to Christchurch for recreation is prohibitive for many families. The organisation contributes significant volunteer hours towards meeting their objectives for the community. To keep the pool open members provide 11-12 hours a week during the season, 198 hours annually, to supplement the hours of the caretaker. Rationale for Staff Recommendation: <ul style="list-style-type: none">This application aligns with the Community Board Plan priority of good social and physical connections for our communities and the following Council strategies and policies:<ul style="list-style-type: none">Strengthening Communities Together by providing a gathering place for local families and community membersPhysical Recreation and Sport Strategy by providing the only safe swimming amenity in Wairewa			

2024/25 SCF 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.

00067250	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Okuti Valley Recreation and Sports Club Incorporated	Operational costs and community hub development Operational costs of running their community hall and its establishment as a community hub. The aim is to bring the community together and strengthen the bonds of the people that live in this valley.	\$ 6,500 Requested \$ 4,000 (62% requested)	Operational costs - \$4,000 Insurance - \$500 Cleaning - \$200 Consumables - \$200 Kitchen products - \$200 Stationary - \$100 Electricity - \$1,050 Maintenance - \$1,200 Volunteer Recognition - \$550 Events - \$2,000	\$ 3,000 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$3,000 from its 2024/25 Strengthening Communities Fund to the Okuti Valley Recreation and Sports Club Incorporated towards operational and event costs.	2

Organisation Details

Service Base: 182 Okuti Valley Road, Little River
 Legal Status: Incorporated Society
 Established: 2/03/2009
 Target Groups: Community Development
 Annual Volunteer Hours: 310
 Participants: 450

Alignment with Council Strategies

- Strengthening Communities Together Strategy
- Sport and Physical Recreation Strategy
- Equity and Inclusion Policy
- Climate Change Strategy

CCC Funding History

2023/24 - \$2,000 (Strengthening Communities) SCF BP
 2022/23 - \$2,000 (Heat Pump) DRF BP
 2021/22 - \$1,000 (Defibrillator) DRF BP

Other Sources of Funding

User fees - \$3,500

Staff Assessment

The Okuti Recreation and Sports Club (Club), located in the Okuti Valley Community Hall, was founded in 2009. The Club has over 100 local community members. The hall provides an important community hub, used on most days of the week. The hall is used by various groups including community meetings, a youth music club, yoga classes, table tennis, special events, music concerts, working bees and training sessions. As it is centrally located, it functions as a gathering place when needed in an emergency. The committee is currently working on a Community Emergency Response Plan with support from CDEM and local Governance Team staff.

The hall committee has completed a recent needs survey of the Okuti Valley community and written an Activities Plan.

The six goals identified in the Activities Plan are to: provide a hub for social connection, community education and wellbeing; provide opportunities for community members to connect and participate in a range of activities; welcome new people to the community; ongoing financial viability; keep the hall and grounds well maintained, welcoming and continue to enhance them; support and encourage new community activities.

Assistance is sought for operational costs including insurance, electricity and event costs to enable implementation of the Plan.

Rationale for Staff Recommendation:

- Close alignment with the following strategies:
 - Physical Recreation and Sport Strategy by offering a range of indoor and outdoor recreation activities to the Okuti Valley community.
 - Strengthening Communities Together Strategy, all four Pillars, but particularly those regarding People and Place, by providing a place for social connections and learning, opportunities for volunteering in the community and maintaining the historic schoolhouse and grounds for community use.
 - Climate Change Strategy by supporting community response planning and providing a community hub.
 - Equity and Inclusion Policy by offering activities and events for all in the community.
- Alignment with the Board Priority "Good social and physical connections for our communities", by doing all of the above.

2024/25 SCF 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.

00067394	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	The Naval Point Club Lyttelton Incorporated	Safety gear for volunteer rescue personnel The Naval Point Club Lyttelton Incorporated are seeking funding to purchase safety gear for their volunteer rescue personnel. A funding contribution is sought towards volunteer safety and rescue gear.	\$ 5,130 Requested \$ 5,000 (97% requested)	\$5,000 - Safety gear for volunteers	\$ 1,500 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$1,500 from its 2024/25 Strengthening Communities Fund to Naval Point Lyttelton Incorporated towards safety gear for their volunteer rescue personnel.	2

Organisation Details Service Base: 16 Marina Accessway, Magazine Bay, Lyttelton Legal Status: Incorporated Society Established: 14/05/2001 Target Groups: Sports/Recreation Annual Volunteer Hours: 253 Participants: 1,000 Alignment with Council Strategies <ul style="list-style-type: none"> Physical recreation and Sports Strategy Strengthening Communities Together Strategy CCC Funding History 2023/24 - \$2,475 (Funding for lifejackets) SCF BP 2022/23 - \$3,390 (Volunteer equipment) SCF Metro Other Sources of Funding Funds on hand - \$130	Staff Assessment Naval Point Club (NPC) was established in 2000 following amalgamation of the Banks Peninsula Cruising Club, established 1932 and the Canterbury Yacht and Motorboat Club, established 1921. Based at Magazine Bay NPC has over 700 members, combined with the general public means a widespread local community participation. NPC facilitates ongoing participation opportunities for boats of all classes including junior/youth dinghies, senior dinghies, windsurf, trailer yachts, keelboats, powerboats, waka, jet-ski, stand-up paddling and other open water sports. Off the water, NPCL hosts monthly talks on sailing related topics including boat maintenance, design, and construction. The clubrooms are open regularly for functions and pre and post sailing for members and their guests, offering a community hub for water-based activities, sporting and recreation groups. NPC are wanting to purchase six crew jackets and five pier bib pants. This equipment will provide waterproof protection, function, and performance when conditions are at their worst; essential to supporting on water participation in a safe and controlled environment. All year-round NPC volunteers are an integral part of the on-water activities. The NPC diverse sailing programme relies on the enthusiasm, assistance, support, and commitment from their volunteers. This added with additional wind chill means the volunteers must be equipped properly on the rescue boats with wet weather jackets and pants suitable for the coldest days. Basic race days can require seven to ten volunteers for the rescue boats and up to 20 volunteers for a regatta. With four to ten hours of exposure the winter day races can reach very low temperatures, NPC are wanting to ensure all volunteers are suitably attired in all weather conditions.
Rationale for Staff Recommendation: <ul style="list-style-type: none"> The project significantly contributes to the Physical Recreation Sports Strategy specifically by: <ul style="list-style-type: none"> Goal 1; Facilities and Environment – A physical environment that encourages participation in recreation and sport. Goal 2; Availability and Accessibility – a wide range of physical recreation and sport activities that are made available to all citizens of Christchurch and beyond. The project contributes to the Strengthening Communities Strategy pillar of People by: <ul style="list-style-type: none"> Promoting lifelong learning opportunities for all. 	

2024/25 SCF BANKS PENINSULA DECISION MATRIX

Priority Rating

One
Two
Three
Four

Meets all eligibility criteria and contributes **significantly** to Funding Outcomes and Priorities. Highly recommended for funding.

Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.

Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.

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.

00067646	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Te Ahu Patiki/Mt Herbert Community Garden Group	<p>Establishment of Te Ahu Pātiki Mt Herbert Community Garden</p> <p>The Te Ahi Pātiki Mt Herbert Community Garden Group aims to establish a community garden in the Diamond Harbour area.</p> <p>They are seeking funding towards initiating this project and establishing a site.</p>	<p>\$ 5,000</p> <p>Requested</p> <p>\$ 5,000</p> <p>(100% requested)</p>	<p>Development of Community Garden in Diamond Harbour - \$5,000</p>	<p>\$ 0</p> <p>That Te Pātaka o Rākaihautū Banks Peninsula Community Board declines the application to its 2024/25 Strengthening Communities Fund from the Te Ahu Pātiki Mt Herbert Community Garden Group for the Community Garden.</p>	3

<p>Organisation Details</p> <p>Service Base: Private residence.</p> <p>Legal Status: Informal Group</p> <p>Established: 1/03/2021</p> <p>Target Groups: Health & Wellbeing</p> <p>Annual Volunteer Hours: 100</p> <p>Participants: 1,600</p> <p>Alignment with Council Strategies</p> <ul style="list-style-type: none"> Strengthening Communities Together Strategy Community Board Objectives: <ul style="list-style-type: none"> - Good Social and physical connections for our communities - Support community-based solutions for currently unused significant Council-owned sites <p>CCC Funding History</p> <p>Nil</p> <p>Other Sources of Funding</p> <p>None</p>	<p>Staff Assessment</p> <p>Te Ahu Pātiki Mt Herbert community garden project aims to establish a publicly accessible gardening area within the greater Diamond Harbour Area. Since its establishment in February/March 2020, the group has been actively searching for a suitable site to locate the community garden. While initial consultations regarding the use of Laurensen Park were conducted, it was determined that the area needed to be available for FENZ training and the landing of WestPac Helicopter, leading the group to explore other options.</p> <p>With the support of the Canterbury Community Garden Association, several sites have been reviewed, but none have been deemed suitable thus far. However, the group have now identified a potential site at the end of Ngatea Road which is part of the Hunters Road land for which Christchurch City Council are developing an Outline Development Plan.</p> <p>The community garden would provide a communal space for growing food that can be utilised by individuals actively engaged in the garden, as well as supply excess produce to vulnerable members of the community. It would also serve as an educational platform for gardening skills development and demonstrate how to transform harvested produce into meals. Additionally, the project aims to teach skills such as composting and food preservation over time.</p> <p>The garden group are requesting funding to support them to initiate this project, including establishing a site, setting up necessary services like water and power. Funding would also contribute to site development, including the construction of garden beds.</p> <p>Once established, the Te Ahu Pātiki Mt Herbert community garden would provide many benefits including enhanced food sustainability; development of a food resource which could be used to support disadvantaged individuals or groups facing food insecurity, and education and skill development around gardening, cooking, composting and food preservation. Participation would also help reduce social isolation, providing social interactions centred around gardening and food production.</p> <p>Rationale for Staff Recommendation:</p> <ul style="list-style-type: none"> Whilst the development of a community garden in the Diamond Harbour area will deliver good outcomes that align with the Strengthening Communities Fund, this application is not recommended for funding at this point in time due to the lack of a confirmed site. It is suggested that an application is made to the Discretionary Response Fund once the group have a confirmed site for development. The group have stated that they will work under the umbrella of the Diamond Harbour Community Association, who will manage their finances. It is therefore advised that any future application for funding for Te Ahu Pātiki Mt Herbert Community Garden Group should come from the Diamond Harbour Community Association until such time as this group establish themselves as a separate legal entity.
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2024/25 SCF 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.

00067445	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	The Friends of the Akaroa Museum Inc	In and Out House and Garden Tour Seeking funding toward marketing and transport for participants to gardens in the outer bays.	\$ 4,000 Requested \$ 2,500 (63% requested)	Marketing and transportation - \$2,500	\$ 0 That Te Pātaka o Rākaihautū Banks Peninsula Community Board declines the application to its 2024/25 Strengthening Communities Fund from The Friends of the Akaroa Museum for the In and Out House and Garden Tour.	4

Organisation Details

Service Base: Akaroa
Legal Status: Incorporated Society
Established: 1/01/1970
Target Groups: Community Development
Annual Volunteer Hours: 2000
Participants: 25,000

Alignment with Council Strategies

- Strengthening Communities Together Strategy - Objective 1.5: Support groups involved in providing access to arts, culture, heritage, recreation, and those who care for the environment.
Objective 1.6: Facilitate and promote lifelong learning opportunities for all.
- Te Pātaka o Rākaihautū Banks Peninsula Community Board Priority - Good Social and Physical Connections for our Communities.

CCC Funding History

Nil in the last 3 years

Other Sources of Funding

Ticket sales - \$20,000

Staff Assessment

This request is recommended as Priority 4 due to the project being primarily a fundraiser.
The In and Out House and Garden Tour takes place biannually in November. This event had been running for 15+ years. It showcases 12-16 commercial and residential properties around Banks Peninsula. The event also includes a Night Market and art exhibition.
The demographic are primarily middle aged and older persons. The event also engages 130 volunteers across the properties.
The event attracts garden enthusiasts from around Canterbury, some travel from as far away as Australia.

Rationale for Staff Rationale:

- While the event does achieve positive outcomes for Akaroa and the Bays communities the event is primarily a fundraiser for Akaroa Museum and Akaroa District Promotions. Fundraising activities are ineligible for funding through the Strengthening Communities Fund.

STRENGTHENING COMMUNITIES FUND CRITERIA

Purpose

The purpose of this fund is to support community focused organisations whose projects contribute to the strengthening of community wellbeing in the Christchurch City area.

Successful organisations will be those who can demonstrate that they are sustainable, strategic, community focused groups who have a significant presence within their community of benefit. Successful projects will also clearly demonstrate their contribution to the Council funding outcomes and priorities.

Organisations must be able to demonstrate their ability to contribute towards their project(s) and not rely on Council funding as their sole source of funding.

Eligibility

Applications are invited from eligible not-for-profit groups whose activities provide opportunities in the areas of community, social, recreation, sports, arts, environment or heritage to the wider community or to specifically defined communities of interest.

The following criteria must be met by all applicants:

- A community based not-for-profit community, recreation, sporting, arts, social service, environment or heritage organisation.
- All groups applying for more than \$2,000 must be incorporated under the Incorporated Societies Act 1908 or the Charitable Trusts Act 1957 or be a legal entity that is registered for charitable purposes.
- Be based in the Christchurch City Council area with funded programmes or services being provided primarily for Christchurch City Council residents.
- Must have provided accountability reports for all previous Council funding and have no unresolved or outstanding accountability issues including outstanding debt to Council.
- Must have had the funding application approved at a properly convened committee meeting and in writing. Must provide evidence of the need for the project.
- Have appropriate financial management, accounting, monitoring and reporting practices.
- Have sound governance and appropriate operational capability and capacity to deliver to the level as agreed.
- Be able to commit to collaboration and partnering, where appropriate.
- Groups receiving Council funding at a metropolitan level may only apply for local funding if the project is specifically local and no portion of it has been funded at the metropolitan level.

Note: Recreation and sporting clubs/organisations do not have to be affiliated to a national sporting organisation to be eligible to apply however in alignment with the Physical Recreation and Sport Strategy we would encourage you to affiliate.

What this fund covers

- Operational or project costs, incurred in the provision and delivery of the agreed initiative - for the twelve month period starting 1 September and ending 31 August.
- Small equipment purchases that will enable your organisation to take advantage of efficiency gains (Note: All equipment or capital purchases must be noted in a schedule of equipment / capital purchases for accountability purposes)
- Costs that support the recognition, contribution and retention of volunteers

What this fund will not cover

- Debt servicing or re-financing costs
- Stock or capital market investment
- Gambling or prize money
- Payment of any legal expenditure, including costs or expenditures related to mediation disputes or ACC, Employment Tribunal, Small Claims Tribunal, professional or disciplinary body hearings

- Activities or initiatives where the primary purpose is to promote religious ministry, political objectives, commercial or profit-oriented interests
- Medical or healthcare costs – including treatment and insurance fees
- Money which will be re-distributed as grant funding, sponsorship, donations, bequests, aid funding or aid to other recipients
- Payment of fines, court costs, IRD penalties or retrospective tax payment

What this fund will not usually cover

- Retrospective costs or project or purchase costs incurred or settled before the agreed commencement date of the funding agreement
- Entertainment costs except for costs directly linked to volunteer recognition
- Funding of individuals
- Purchase of land and buildings
- Building maintenance or facility design, development and renovation costs
- Fundraising or general income growth purposes
- Costs to remedy, rectify, upgrade, retrofit or replace equipment, vehicles or premises as a result of action by central or local government departments or other agencies who hold regulatory or enforcement powers
- Purchase of vehicles and any related ongoing maintenance repair, overhead costs or road user charges
- Air travel, accommodation hotel or motel expenses

COMMUNITY FUNDING OUTCOMES AND PRIORITIES

Council does not have the necessary resources to meet the needs and expectations of all not-for-profit and voluntary groups. Therefore, it focuses assistance toward those key activities and initiatives that contribute to and align with the community outcomes in the Long Term Plan (LTP) and with other Council strategies.

The following funding outcomes will be used to evaluate and assess applications:

- Support, develop and promote the capacity and sustainability of community, recreation, sports, arts, heritage and environment groups
- Increase participation in and awareness of community, recreation, sports, arts, heritage and environment groups, programmes and local events
- Increase community engagement in local decision making
- Enhance community and neighbourhood safety
- Provide community based programmes which enhance basic life skills
- Reduce or overcome barriers to participation
- Foster collaborative responses to areas of identified need

Community Grants Funding Priorities

The following priorities will be used to assist with the allocation of funding:

- Older adults
- Children and youth
- People with disabilities
- Ethnic and culturally diverse groups
- Disadvantage and/or social exclusion
- The capacity of community organisations
- Civic engagement

In addition, Community Boards have their own objectives in their Board Plans that will be used to assist in the prioritisation of local projects.

Banks Peninsula Strengthening Communities Fund Board Summary 2024-25

2024-25 Board Allocation **208,415**

Strengthening Communities Fund Staff Recommendations 173,150

Discretionary Response Fund (remaining funds) **35,265**

Priority	Organisation	Project	Staff Rec
1	Project Lyttelton Inc. MULTI YEAR	Project Lyttelton Year 2 of 3	19,000
1	The Loons Club Inc MULTI YEAR	ANZAC Day Celebration in Lyttelton Year 2 of 3	500
1	Akaroa Resource Collective Trust MULTI YEAR	Social Services Provision & ANZAC Day Services Akaroa & LR Year 2 of 3	32,000
1	Royal NZ Plunket Trust MULTI YEAR	Lyttel Tumblers Programme Year 2 of 3	4,000
1	Lyttelton Community House Trust MULTI YEAR	Wages and Operational Costs Year 2 of 3	29,000
1	Little River Wairewa Community Trust	Staff wages and Banks Peninsula Walking Festival	20,000
2	Akaroa Community Arts Council	Operating Expenses 2024-25	5,000
2	Diamond Harbour Events Incorporated	Purchase of Storage Trailer and Completion of Equipment Replacement	2,000
2	Diamond Harbour Youth and Community Trust	Connecting Youth and Community in Te Waipapa	10,000
2	Project Lyttelton Incorporated	Lyttelton Emergency Hub - Coordinator Wages	6,000
2	Smith Street Community Farm Trust	Lyttelton Community Orchard	3,000
2	Te Puna Auaha Lyttelton Trust Board	ResourceFULL	8,000
2	Te Whare Tapere O Te Mata Hapuku Society Incorporated	Operational costs	3,500
2	The Lyttelton Information and Resource Centre Trust	Operational costs, including wages	5,000
2	The Lyttelton Recreation Centre Trust	Wages for the Facility Manager	17,500
3	Akaroa Heritage Festival Society Inc.	Akaroa French Festival 2025	-
3	Governors Bay Jetty Restoration Trust	Improvements to Governors Bay jetty	-
4	Te Tapuwae O Rakau Trust	Te Tapuwae O Rakau Plant Nursery	-
2	Cass Bay Residents Association	Cass Bay Reserves Development	500
2	Community Watch City to Sumner Incorporated	Keeping our patrollers in contact	400
2	Duvauchelle Agricultural and Pastoral Association Incorporated	Agriculture & Pastoral Show	750
2	Governors Bay Community Association (Inc)	The Bay News	500
2	Little River Support Group	Swimming pool caretaker wages	2,000
2	Okuti Valley Recreation and Sports Club Incorporated	Operational costs and community hub development	3,000
2	The Naval Point Club Lyttelton Incorporated	Safety gear for volunteer rescue personnel	1,500
3	Te Ahu Patiki/Mt Herbert Community Garden Group	Establishment of Te Ahu Pātiki Mt Herbert Community Garden	-
4	The Friends of the Akaroa Museum Inc	In and Out House Garden Tour	-
TOTAL STAFF REC incl Multi Year			173,150

16. Te Pātaka o Rākaihautū Banks Peninsula Community Board
2024/25 Discretionary Response Fund - Board Projects

Reference Te Tohutoro: 24/1250637
Responsible Officer(s) Te Pou Matua: Dane Moir, Community Development Advisor
Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for Te Pātaka o Rākaihautū Banks Peninsula Community Board to consider allocations for its Board Projects from its 2024/25 Discretionary Response Fund (DRF) as listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
68091	Te Pātaka o Rākaihautū Banks Peninsula Community Board	Summer with your Neighbours 2024-25	\$3,000	\$3,000
68092	Te Pātaka o Rākaihautū Banks Peninsula Community Board	ANZAC Day 2025 – Wreaths and Diamond Harbour grant	\$1,000	\$1,000

- 1.2 The balance of the DRF fund will be determined by the allocations to the 2024/25 Strengthening Communities Fund.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Te Pātaka o Rākaihautū Banks Peninsula 2024-25 Discretionary Response Fund Applications – Summer with your Neighbours 2024-25 and ANZAC Day 2025 – Wreaths and Diamond Harbour grant.
2. Note that the decisions in this report are assessed as low significance based on the Christchurch City Council’s Significance and Engagement Policy.
3. Allocate \$3,000 from its 2024/25 Discretionary Response Fund towards a Summer with your Neighbours Fund 2024-25.
4. Allocate \$1,000 from its 2024/25 Discretionary Response Fund towards the cost of wreaths for the 2024 ANZAC ceremonies held in Banks Peninsula, and a grant towards the Diamond Harbour commemorations.
5. Delegate allocation of the Summer with your Neighbours Fund up to \$300 to the Community Governance Manager with Board reporting via the area report.

3. Context/Background Te Horopaki

Strategic Alignment Te Rautaki Tīaroaro

- 3.1 The recommendations align with the Council's Strategic Framework, particularly 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

- 3.2 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 decision(s) in this report are assessed as low significance based on 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 The Board's grants budget for the 2024/25 financial year is \$208,415.
- 3.7 At the time of writing, the balance of the 2024/25 Discretionary Response Fund is subject to the Board approving grants for its 2024-25 Strengthening Communities Fund (SCF) at this 12 August meeting.
- 3.8 Staff recommendations for the 2024-25 Te Pātaka o Rākaihautū Banks Peninsula Community Strengthening Communities Fund total \$173,150, which if approved would leave a balance of \$35,265 for the Board's Discretionary Response Fund.

SCF Total Budget 2024/25	Granted To Date	SCF Available for allocation	Balance for DRF if Staff Recommendation adopted
*\$208,415	\$0	\$208,415	\$35,265



*Note - this amount does not include any carry-forward from the 2023-24 year as this figure is still being finalised.

- 3.9 Based on the current Discretionary Response Fund criteria, the above-listed applications are eligible for funding.
- 3.10 Note there is another DRF report in the 12 August agenda (Cat Rescue) for \$500 plus the \$4,000 in this report

Potential DRF Budget 2024/25	Granted To Date	Pending decisions both reports	Balance If Staff Recommendations adopted
\$35,265	\$0	\$4,500	\$30,765

- 3.11 The attached Decision Matrix provides detailed information for the applications. This includes organisational details, project details, financial information, and a staff assessment.
- 3.12 The Summer with your Neighbours (SWYN) fund would total \$3,000 and is currently being promoted among communities across the city.
- 3.13 Summer with your Neighbours is about bringing people closer together and celebrating the unique and diverse mix of each neighbourhood. It invites residents to consider if they have ever wanted to organise a neighbourhood gathering, or to get to know the people who live close to them. This popular event has grown from year to year and is promoted by the Council.
- 3.14 Local community groups, including Residents' Associations and Neighbourhood Support groups, have been sent information inviting them to apply for the Summer with your Neighbours funding. Staff also promoted the fund through social media and other networks.
- 3.15 Summer with your Neighbours will run from 26 October 2024 to 31 March 2025. Applications for funding opened on 13 July 2024 and close on 11 August 2024
- 3.16 To create consistency in staff recommendations across the city, staff recommendations are based on a formula and each event will receive the total amount requested up to a maximum of \$300, whichever is less.
- 3.17 It is proposed to move the delegation for these small amounts from the Community Board to the Community Governance Manager to reduce staff reporting requirements.
- 3.18 The Board would receive notification of the allocations through the monthly area report as well as notification of the events themselves. These will also be promoted appropriately via the Board webpage.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Te Pātaka o Rākaihautū Banks Peninsula Community Board Summer with your Neighbours 2024/25	24/1284119	246
B 	Te Pātaka o Rākaihautū Banks Peninsula Community Board ANZAC Day Wreaths and Diamond Harbour Commemorations 2025	24/1283266	247

Signatories Ngā Kaiwaitohu

Authors	Dane Moir - Community Development Advisor Heather Spreckley - Support Officer
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula Emma Pavey - Acting Manager Community Governance Team

2024/25 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.

00068091	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Banks Peninsula Community Board	Summer with your Neighbours 2024-25 Funding sought for grants to subsidise local community connection events. Food, venue and resources.	\$ 3,000 Requested \$ 3,000 (100% requested)	Summer with your Neighbours Grants - \$2,800 Publicity Promotion - \$200	\$ 3,000 Te Pātaka o Rākaihautū Banks Peninsula Community Board allocate \$3,000 from its 2024-25 Discretionary Response Fund towards Summer with your Neighbours 2024-25.	1

Organisation Details

Service Base: 25 Winchester Street, Lyttelton
Legal Status: NA
Target Groups: Community Development
Participants: 1000

Alignment with Council Strategies

- Strengthening Communities Together
- Events

Board Priorities

- Good social and physical connections for our communities: Events provide opportunities for people to connect with each other, strengthen and forge new links.
- Proactive planning for climate change: Neighbourhood connectedness helps ensure community members are aware of and can access help during adverse events.

CCC Funding History

2023/24 - \$3,000 (Summer with your Neighbours) DRF BP
2022/23 - \$3,000 (Summer with your Neighbours) DRF BP
2021/22 - \$3,892 (Summer with your Neighbours) DRF BP

Other Sources of Funding

None - however participants may contribute to their own events.

Staff Assessment

This project is being recommended as a Priority One due to the reach and depth of this project into all communities and its value for money. The timeframe for the Summer with your Neighbours (SWYN) project encompasses the summer season so that communities can choose when is best for their community events to take place. Applications are sought in July/August. Decisions are made September/October for events to be held from Neighbourhood Week (end of October) until the end of March the following year. Many of the applicants/communities apply for this funding on an annual basis.

Staff have the capacity to deliver this project on behalf of the Board.

SWYN contributes to a safer and friendlier community. It supports the process of individuals and households connecting with others in the neighbourhood so that they feel they are a part of something that is familiar and a source of assistance in time of need. The events themselves also provide fun and enjoyment - an important part of a healthy lifestyle. Activities and events for the small, local communities are encouraged by the provision of a small contribution towards event costs.

Rationale for the staff recommendation:

- Assessment as a Priority One status, and the alignment with the Strengthening Communities Together Strategy Pillar of Place supporting social connectedness - renewing older acquaintances and forging new links.
- Value for money - communities choose the form of the events they wish to hold ensuring good support from participants, with participants providing contributions as necessary.
- Connections made during these events provide an important step for people to feel comfortable approaching neighbours in times of need.

2024/25 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.					
68092	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Banks Peninsula Community Board	ANZAC Day 2025 - Wreaths and Diamond Harbour grant Allocation is sought towards the purchase/delivery of wreaths and a grant towards commemorations in Diamond Harbour.	\$ 1,000 Requested \$ 1,000 (100% requested)	Purchase and delivery of wreaths - \$750 Diamond Harbour event - \$250	\$ 1,000 Te Pātaka o Rākaihautū Banks Peninsula Community Board allocate \$1,000 from its 2024-25 Discretionary Response Fund towards the cost of wreaths for the 2025 ANZAC ceremonies held in Banks Peninsula, and a grant towards the Diamond Harbour commemorations.	1

Organisation Details Service Base: 25 Winchester Street, Lyttelton Target Groups: Heritage Participants: 500	Other Sources of Funding (The Board will consider multi-year Strengthening Communities funding towards event costs in Akaroa, Little River, Lyttelton)
Alignment with Council Strategies <ul style="list-style-type: none">Strengthening Communities Together Community Board Priority. Good social and physical connections for our communities: These events honour the sacrifice of previous generations who have served in the armed forces, provide an opportunity for those within the local communities to participate in the events (fire brigades, scouting etc.) and bring the wider communities together with a common focus, connecting those within a community and reducing isolation.CCC Funding History Historically Annual Board Project: 2023/24 - \$1,000 (Wreaths, Diamond Harbour grant) DRF 2022/23 - \$1,000 (Wreaths, Diamond Harbour grant) DRF 2021/22 - \$500 (Wreaths) DRF	Staff Assessment <p>This project is being recommended as a Priority One due to the reach, impact and longevity of the project. ANZAC Day services across Banks Peninsula are held annually on 25 April in Lyttelton, Diamond Harbour, Little River and Akaroa. These ceremonies typically include a parade of local service groups, speeches and the requisite laying of wreaths. The ceremonies differ to reflect the communities within which they are set (e.g. Diamond Harbour typically features a lone piper). All events conclude with a cup of tea function. At each ceremony, a board member lays a wreath on behalf of the Banks Peninsula Community Board (Board).</p> <p>This funding is for wreaths to each event (4) and a grant towards Diamond Harbour commemorations.</p> <p>Since 2022, Akaroa Resource Collective Trust (ARCT) has agreed to be fund holder for the commemorations in Akaroa and Little River and has received Board funding for this purpose. The Loons Club Inc. has undertaken the 'cup of tea' function in Lyttelton and received funding for this event in 2023. Both these organisations were granted multiyear funding in 2023 through the Board's Strengthening Communities Fund.</p> <p>Rationale for the staff recommendation:</p> <ul style="list-style-type: none">Strong alignment with the Strengthening Communities Together Strategy especially the Pillar of Place - fostering a sense of local identity shared experience and stewardship; and assessment as Priority One status due to its reach, impact and longevity; and Board support historically.The level of support of the events by wide range of community groups and residents across Banks Peninsula. Events provide an opportunity for participation and connection and community remembrance of those who sacrificed much.Alignment with the Board Priorities and support by Board members annually at the events.

17. 2024/25 Discretionary Response Fund Applications - Diamond Harbour and Surrounds Cat Rescue Group

Reference Te Tohutoro: 24/1045251

Responsible Officer(s) Te Pou Matua: Andrea Wild, Community Development Adviser

Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for Te Pātaka o Rākaihautū Banks Peninsula Community Board to consider an application for funding from its 2024/25 Discretionary Response Fund from the organisation(s) listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
67493	Diamond Harbour and Surrounds Cat Rescue Group	Cat rescue group expenses for equipment and vet/fostering costs	\$5,000	\$500

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the 2024/25 Discretionary Response Fund Applications - Diamond Harbour and Surrounds Cat Rescue Group Report.
2. Note that the decisions in this report are assessed as low significance based on the Christchurch City Council’s Significance and Engagement Policy.
3. Approve a grant of \$500 from its 2024/25 Discretionary Response Fund to Diamond Harbour and Surrounds Cat Rescue Group towards desexing costs.

3. Key Points Ngā Take Matua

Strategic Alignment Te Rautaki Tīaroaro

- 3.1 The recommendations are consistent with the 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 assessed as low significance based on 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 2024/25 Discretionary Response Fund is subject to the Board approving grants for its 2024/25 Strengthening Communities Fund (SCF) at this 12 August meeting. The potential balance for DRF, if staff recommendations for SCF are approved is \$35,265.

Total SCF Budget 204/25	Granted To Date	Available for allocation	Balance for DRF If Staff Recommendations adopted
208,415	Nil	208,415	35,265

- 3.7 Based on the current Discretionary Response Fund criteria, the application in this report is eligible for funding.

Potential DRF Budget 204/25	Granted To Date	Potential Available for allocation	Balance of DRF If Staff Recommendations adopted
35,265	Nil	35,265	34,765

- 3.8 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 	2024/24 Discretionary Response Fund Application Diamond Harbour and Surrounds Cat Rescue Group	24/1075114	251

Signatories Ngā Kaiwaitohu

Author	Andrea Wild - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula

2024/25 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.

67493	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Diamond Harbour and Surrounds Cat Rescue Group	<p>Cat rescue group expenses for equipment and vet/fostering costs.</p> <p>They are seeking funding towards costs including traps, crates, vet bills, cat litter and cat food.</p>	<p>\$5,000</p> <p>Requested</p> <p>\$ 5,000</p> <p>100 % requested.</p>	\$5,000 towards equipment, vet and fostering expenses.	<p>\$ 500</p> <p>That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$500 from its 2024/25 Discretionary Response Fund to the Diamond Harbour and Surrounds Cat Rescue Group towards de-sexing costs.</p>	2

<p>Organisation Details</p> <p>Service Base: Private residence. Legal Status: Informal Group Established: 31/03/2021 Target Groups: Annual Volunteer Hours: 320 Participants: 1,600</p> <p>Alignment with Council Strategies</p> <ul style="list-style-type: none"> Strengthening Communities Together Strategy Community Board priority - Protect and enhance biodiversity on Banks Peninsula <p>CCC Funding History - Nil</p>	<p>Other Sources of Funding</p> <p>None.</p> <p>Staff Assessment</p> <p>Diamond Harbour and Surrounds Cat Rescue Group established to tackle the growing number of abandoned cats in the area. Several colonies exist in the area, the largest being on Stoddart Point. The group have been in hiatus as they thought they had managed to control the problem but the need for action has again been identified.</p> <p>They are a group of ten volunteers who, since March 2022, have either captured, desexed and/or socialised and rehomed around sixty cats. They aim to find forever homes for the feral kittens/cats that they capture. The Diamond Harbour and Surrounds cat Rescue Group publicly advocate for the desexing of all cats, wild and domestic.</p> <p>Feral cats can pose a danger to wildlife as well as to domestic animals such as chickens and family pets. Whilst there are other organisations/groups that offer this service they do not often go out to the Diamond Harbour area due to its distance from Christchurch. This group are taking local ownership of the issue, planning activities to mitigate the problem and planning activities to help prevent it in the future through community education. The group is currently in the process of applying for charitable status which will help them when applying for funding.</p> <p>Rationale for staff recommendation:</p> <ul style="list-style-type: none"> - This project aligns with the Strengthening Communities Together Strategy People Pillar, Objective 1.5: Support [...] those who care for the environment and the Community Board priority - Protect and enhance biodiversity on Banks Peninsula as it could be argued that removing cats from the wild and rehoming them will support predator control efforts. - Feral cats are an ongoing problem in the area and their impact on the local environment and wildlife is greater than that of domesticated cats.
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Page 1 of 1

18. Te Pātaka o Rākaihautū Banks Peninsula Youth Development Fund - Delegation Decision

Reference Te Tohutoro: 24/1200647

Responsible Officer(s) Te Pou Matua: Heather Spreckley, Support Officer

Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for Te Pātaka o Rākaihautū Banks Peninsula Community Board to reconsider the appointment of delegated decision making for the Board's Youth Development Fund for the remainder of the 2022-2025 Community Board term,
- 1.2 This report is staff generated to enable the Board to consider an additional Board member to have the delegated decision making on Te Pātaka o Rākaihautū Banks Peninsula Youth Development Fund
- 1.3 The Board can review these arrangements during the current Board term should it wish to do so.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in Te Pātaka o Rākaihautū Banks Peninsula Youth Development Fund - Delegation Decision Report.
2. Note that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Delegate an additional Board member to approve Te Pātaka o Rākaihautū Banks Peninsula Community Board Youth Development Fund grants during the remaining 2022-2025 Board Term.
4. Agree that approval from two delegated Board members of the three delegated Board members is required to approve an application to Te Pātaka o Rākaihautū Banks Peninsula Community Board Youth Development Fund during the remaining 2022-2025 Board Term.

3. Background/Context Te Horopaki

- 3.1 The purpose of the Board's Youth Development Fund (YDF) is to celebrate and support young people living in Te Pātaka o Rākaihautū Banks Peninsula by providing financial assistance for their development and/or representation at events. It also provides an opportunity for the Community Board to acknowledge young people's effort, achievement, and potential excellence in the community.
- 3.2 Many of the applicants find out about eligibility for competitions very close to when these are to take place. In an effort to speed up the decision process for applicants and reduce staff processing costs for these small grants, the Board approved delegation to the Board Chairperson and Luana Swindells to make the decision in consultation with the Board members via email, the outcome of which gets circulated to the Board and attached to the relevant Area Report at the Board's 12 December 2022 meeting.

- 3.3 Upon reviewing the current decision-making process in regard to Te Pātaka o Rākaihautū Banks Peninsula Youth Development it is found that if one of the delegated Board members is unavailable the application can take some time to progress which can impact on the applicant’s fundraising efforts and therefore their ability to attend events.
- 3.4 It is recommended that the Board delegate an additional Board member to approve Te Pātaka o Rākaihautū Banks Peninsula Youth Development Fund and that approval is required from two of the three delegated Board members.

Attachments Ngā Tāpirihanga

There are no attachments to this report.

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Heather Spreckley - Support Officer
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula

19. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - August 2024

Reference Te Tohutoro: 24/1103213
Responsible Officer(s) Te Pou Matua: Penelope Goldstone, Community Governance Manager
Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose of Origin of the Report Te Pūtake Pūrongo

- 1.1 This report provides the Board with an overview of initiatives and issues current within the Community Board area.
- 1.2 This report is staff-generated monthly.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

- 1. Receives the information in the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - August 2024.

3. Community Support, Governance and Partnership Activity

3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Life in Akaroa – Community Identified Strengths and Needs	Continuing to develop as snapshot of Akaroa strengths and needs through conversations and surveying of local the local community.	Ongoing	Good Social and Physical Connections
Whakaraupō Community Groups Network meeting	The Whakaraupō Community Groups Network met on 2nd July, hosted by the Naval Point Club. The Club shared information about the large number of events hosted including the first women's regatta and SailGP, the forthcoming South Island WASZP event; sailing programmes they run for schools, the Sailability programme and the project they are engaging in looking at water quality. Hosting South Island WASZP event in August. In addition, we also heard from the Lyttelton Energy Transition Society, Whakaraupō Carving Centre, Lyttelton Community House,	Ongoing	Good Social and Physical Connections

Activity	Detail	Timeline	Strategic Alignment
	Diamond Harbour Community Association, Cass Bay Residents Association and Reserve Committee, Council Graffiti Team and the Member of Parliament for Banks Peninsula.		
Community Services Awards 2024	The Community Service Awards are held every three years. This year's ceremony took place at the Little River Inn on 15 July 2024, where ten individuals were honoured for their dedication to their communities and volunteer work. More information can be found here .		Good Social and Physical Connections
Getting to know the community.	Jo Wells joined the team as Community Development Advisor in June 2024. Jo covers the Lyttelton, Corsair Bay and Cass Bay areas of Whakaraupō Lyttelton Harbour with Andrea Wild covering the remaining areas of Whakaraupō Lyttelton Harbour. Jo has been attending meetings and getting out and about across the area to hear about priorities and meet people.	Ongoing	Good Social and Physical Connections



3.2 Community Funding Summary

- **Discretionary Response Fund** – As at 30 June 2024 the Discretionary Response Fund unallocated balance for 2023/2024 was \$12,195 (**Attachment A**)

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]

- Te Pātaka o Rākaihautū Banks Peninsula Community Board 2023-25 Community Board Plan was adopted by the Board at their meeting in 8 May 2023 and can be found online [here](#).
- Progress on the Community Board Plan can be found online [here](#).

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
Akaroa Treated Wastewater Irrigation Scheme	9 August 2024	https://letstalk.ccc.govt.nz/rma20231347

A full list of open consultations can be found on the Council's Lets Talk website at <https://letstalk.ccc.govt.nz/>

- **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>.
- **Planned road works and closures** - Planned road works and closures are indicated on the map at the [Traffic Updates page at this link](#). Additionally, a Smartview of nearby road works and closures is available at the following link: <https://smartview.ccc.govt.nz/travel/roads>.

3.4 Governance Advice

3.4.1 Public Forum – The Board received the following Public Forum presentations at its 8 July 2024 meeting:

- He Ara Roimata ki te Anamata - Takapūneke, our journey, our survivance Exhibition.
- New Zealand Post – Closure of Akaroa Agency.

3.4.2 Board Information Sessions/Workshop – the Board received the following information sessions during July 2024:

- Parks In-House Maintenance Mobilisation Introduction.
- Stormwater Management Plan for Settlements of Te Pātaka o Rākaihautū Banks Peninsula.
- Hybris Reporting.
- Good-to-Go ways to get to School programme.
- 177 Purau Avenue transfer to Te Hapu o Ngāti Wheke.
- Update on the Whakaraupō Lyttleton and Koukourarata Port Levy Adaptation Plan.

4. Advice Provided to the Community Board Ngā Kupu Tohutohu ka hoatu ki te Poari Hapori

- 4.1 **Our Play Spaces Network Plan for Ōtautahi Christchurch** - A plan for the future of play spaces in the city, 'Our Play Spaces Network Plan for Ōtautahi Christchurch', is being developed (see Attachment A). This network plan follows other similar parks planning documents including our Urban Forest Plan and our Sports Field Network Plan. The plan will set out a framework for the distribution of play spaces and prioritising the provision or acquisition, renewal, improvement, management, and in some limited cases decommissioning of the city's play space assets.

There will be early engagement to seek feedback on distribution, location, and hierarchy of play spaces, and the location of inclusive and accessible play spaces. This will occur through workshops facilitated in each Community Board area and with key target audience/s and populations including tamariki, rangatahi, access and inclusion, multi-cultural, mana whenua, pasifika and older adults which will inform the development of the draft plan. It is planned to hold Community Workshops in July/August 2024. Board members will be invited to attend these workshops to provide feedback and hear from local groups who advocate for play.

These workshops will coincide with a play spaces survey on Kōrero mai/ Let's talk in August 2024. The gathered information will inform the Draft Play Spaces Network Plan which will be shared with the Council in November/December 2024.

If approved the draft plan will be released for formal consultation during February/March 2025 to check 'have we got it right?'. After the formal engagement the Draft Plan will be considered by a hearings panel in July 2025 followed by Council consideration of approval of the plan in August 2025.

- 4.2 **Customer Services Request Report** - providing an overview of the number of Customer Service Requests that have been received 1 June to 30 June 2024 (**Attachment B**) and 1 July to 31 July 2024 (**Attachment C**) is attached.

[Snap Send Solve](#) is the smartphone app the Council offers to help make reporting issues easy, and it is still possible to [report issues online](#), by calling Council on 03 941 8999 or visiting one of the Council's [Service Centres](#).











- 4.3 **Graffiti Reports** – Te Pātaka o Rākaihautū Banks Peninsula Graffiti Monthly Insight and Snapshot Reports for June 2024 are attached. (**Attachments D and E**).



Visit [this link](#) for the variety of volunteer events held around the city, and [this link](#) to volunteer at a Council-produced event.

There is also information at [this link](#) on becoming a Graffiti Programme volunteer, or register at [this link](#) to join the Parks Volunteers Team.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Banks Peninsula Discretionary Response Fund Summary - 30 June 2024	24/1361041	260
B  	Customer Services Request Report - 30 June 2024	24/1196872	261
C  	Customer Services Request Report - 31 July 2024	24/1354220	262
D  	Graffiti Monthly Insight Report - June 2024	24/1242402	263
E  	Graffiti Snapshot Report - June 2024	24/1354221	266

Signatories Ngā Kaiwaitohu

Authors	Liz Beaven - Community Board Advisor Steffi Brightwell - Community Development Advisor Linda Burkes - Banks Peninsula Governance Advisor Jane Harrison - Community Development Advisor Dane Moir - Community Development Advisor Heather Spreckley - Support Officer Jo Wells - Community Development Advisor Andrea Wild - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula Emma Pavey - Acting Manager Community Governance Team Matthew McLintock - Acting Head of Community Support and Partnerships

Banks Peninsula Discretionary Response Fund 2024/25		Board Approval
BUDGET		
Available Budget DRF 24-25		
Carry Forward 2023/24 DRF TBC	13,245	
Total BUDGET	13,245	
ALLOCATIONS MADE:		
Discretionary Response Fund		
Discretionary Response Fund Allocated	-	
Discretionary Response Funding Returned		
	-	
Youth Development Fund		
Akaroa Area School Board of Trustees - NZ Schools Sporting Competition	750	1/07/2024
Briar Davidson - Te Toka Tū o Waitaha Māori Rugby League Manatōpū Incorporated	300	8/07/2024
Youth Development Fund Allocated	1,050	
TOTAL: Discretionary Response Fund Allocated	1,050	
TOTAL: Discretionary Response Fund Unallocated	12,195	
Pending Board Approval		
Diamond Harbour and Surrounds Cat Rescue Group	500	
Te Pātaka o Rākaihautū Banks Peninsula Community Board - ANZAC Day 2025	1,000	
Te Pātaka o Rākaihautū Banks Peninsula Community Board - Summer with your Neighbours	3,000	
Pending Board Approval Balance	\$ 4,500.00	
TOTAL: DRF Remaining if Pending approved	7,695	

Ticket Report

01 06 2024 - 30 06 2024

Filter by Ward

Banks Peninsula

Filter by month

2024 (Year) + June (Month)

356

Reported Tickets last month

85.67%

Resolved within SLA

Channels

Channel	Count	Percentage
Phone/Email/Walk-in	187	53%
Snap, Send, Solve	99	28%
Website	70	20%

Status as of Report Date

Closed/Resolved

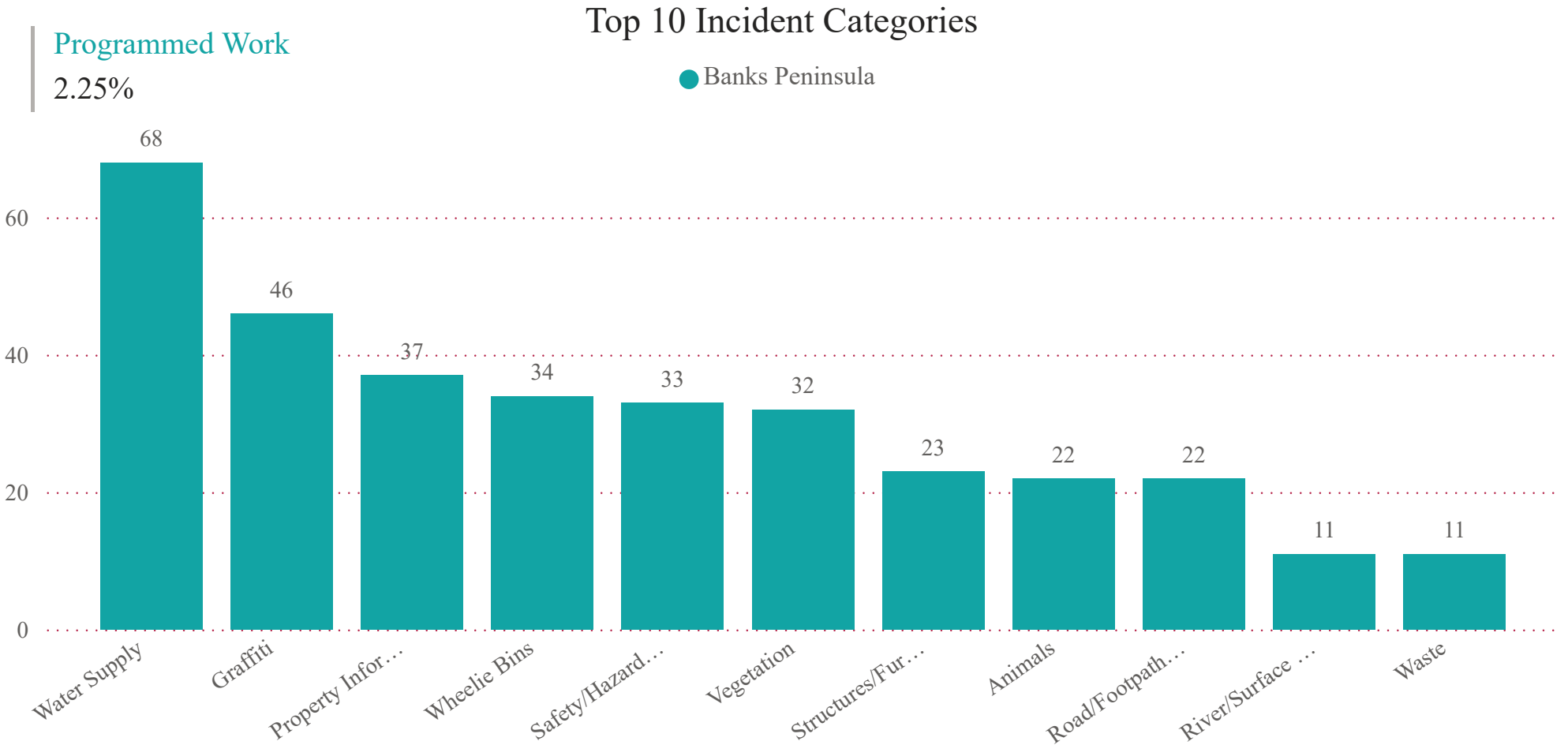
54.78%

Open

42.98%

Programmed Work

2.25%



Top 10 Object Categories

# Tickets	ObjectCategory	+/- Previous Month
43	Water Leak	-6
25	Residential Property Files	-8
23	Damaged Bin	-10
21	Graffiti - Fence, building or structure	-8
17	Garden/Landscaped Area	2
17	Graffiti - Other	-6
15	Building Maintenance	-2
14	Trees	0
11	Water Supply	-10
10	Blockage/Water Not Draining	-8

Report date:
30 Jun 2024



Ticket Report
01 07 2024 - 27 07 2024

Filter by Ward

Banks Peninsula

Filter by month

2024 (Year) + July (Month)

367

Reported Tickets last month

83.65%

Resolved within SLA

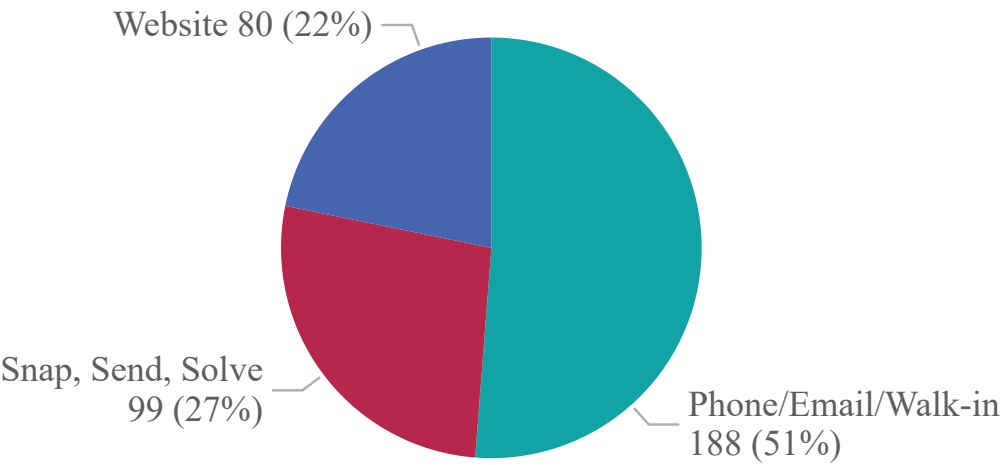
Status as of Report Date

Closed/Resolved
53.95%

Open
43.87%

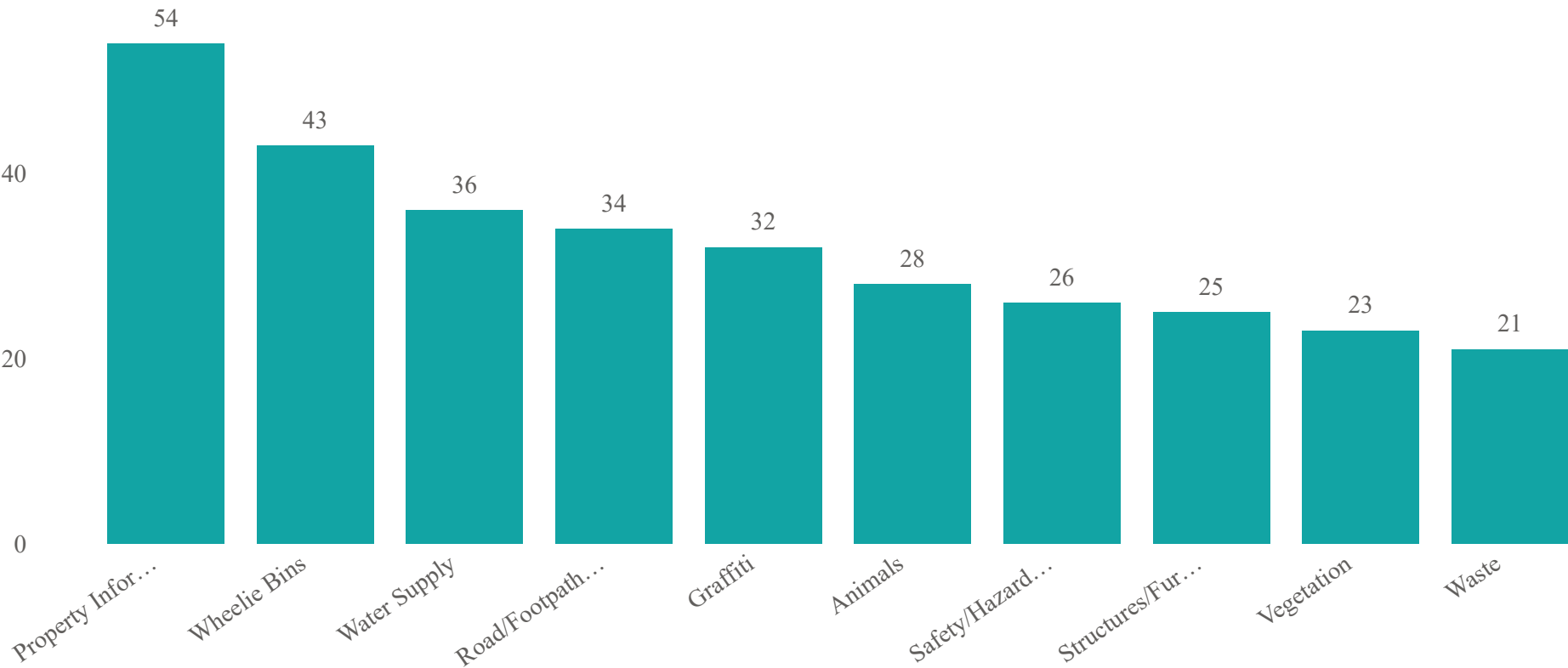
Programmed Work
2.18%

Channels



Top 10 Incident Categories

● Banks Peninsula



Top 10 Object Categories

# Tickets	ObjectCategory	+/- Previous Month
30	Residential Property Files	4
27	Damaged Bin	6
21	Graffiti - Fence, building or structure	3
19	Water Leak	-19
16	Residential LIM	12
14	Litter	9
13	Trees	-1
13	Wandering stock	9
10	Building Maintenance	-4
10	Garden/Landscaped Area	-7
10	Potholes	4


Report date:
31 Jul 2024

Graffiti Insight Banks Peninsula








graffiti
PROGRAMME

June 2024

By Ward

Ward	Reports			# of Tickets	Cleaned Graffiti Square Metres
	# of Tickets - Latest Month	# of Tickets - Previous Month	% Monthly Change		
Banks Peninsula	46	71	-35% 	117	262
Total	46	71	-35%	117	262

By Suburb

Suburb	Reports			Cleaned Graffiti Square Metres
	# of Tickets - Latest Month	# of Tickets - Previous Month	% Monthly Change	
Lyttelton	42	55	-24% 	145
Akaroa	2	7	-71% 	
Diamond Harbour	1	1	0% 	
Governors Bay	1	2	-50% 	
Cashmere		1	-100% 	
Little River		4	-100% 	
Scarborough		1	-100% 	
Total	46	71	-35%	145

By Street

Street	Reports		Cleaned Graffiti Square Metres
	# of Tickets - Latest Month	# of Tickets - Previous Month	
Naval Point	1	1	36
Voelas Road, Dalleys to Harmans	1		30
Oxford Street Reserve	1	1	25
London Street, Sumner to Canterbury	8	2	17
Albion Square	2		8
Park Terrace Reserve	2		5
Godley Quay	1	1	5
Norwich Quay \ Sutton Quay, Lyttelton	1		4
Sumner Road Gardens	1		3
Governors Bay Road \ Omaru Road, Lyttelton	1	2	3
Governors Bay Road, Park to Bayview	1	1	3
Corsair Bay Reserve	3		2
Godley Quay, Voelas to Cyrus Williams	1	2	2
London Street, Canterbury to Dublin	3		2
Pony Point	1		2

Reporters

Reporter Type	Reports sent
⊕ Non Volunteer	17
⊕ Friend Volunteer	16
⊕ Group Volunteer	13
Total	46

graffiti
PROGRAMME

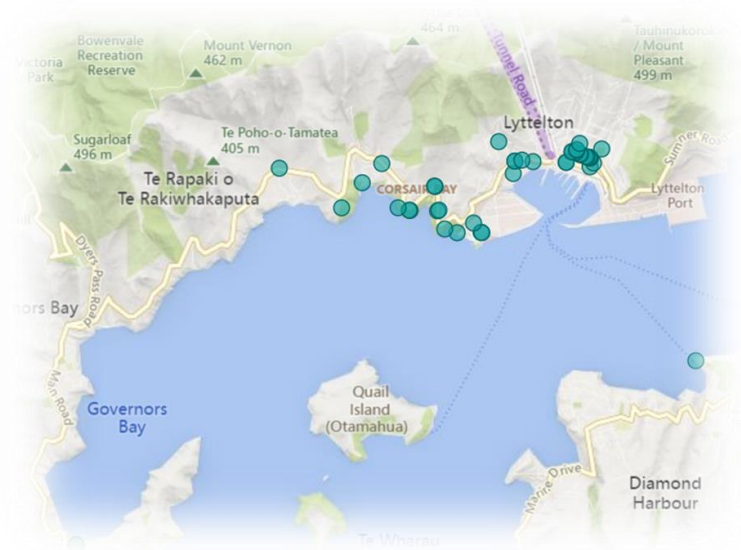
Graffiti Insight Banks Peninsula

June 2024

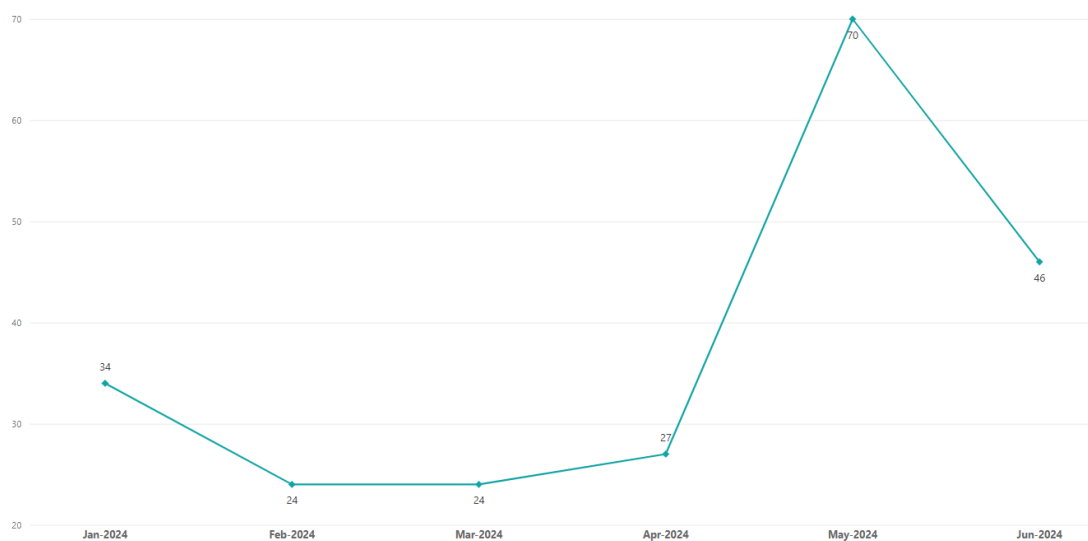
Frequently Reported TAGS

KINO
SOSA
BRIBES

Map View



Reporting Trend

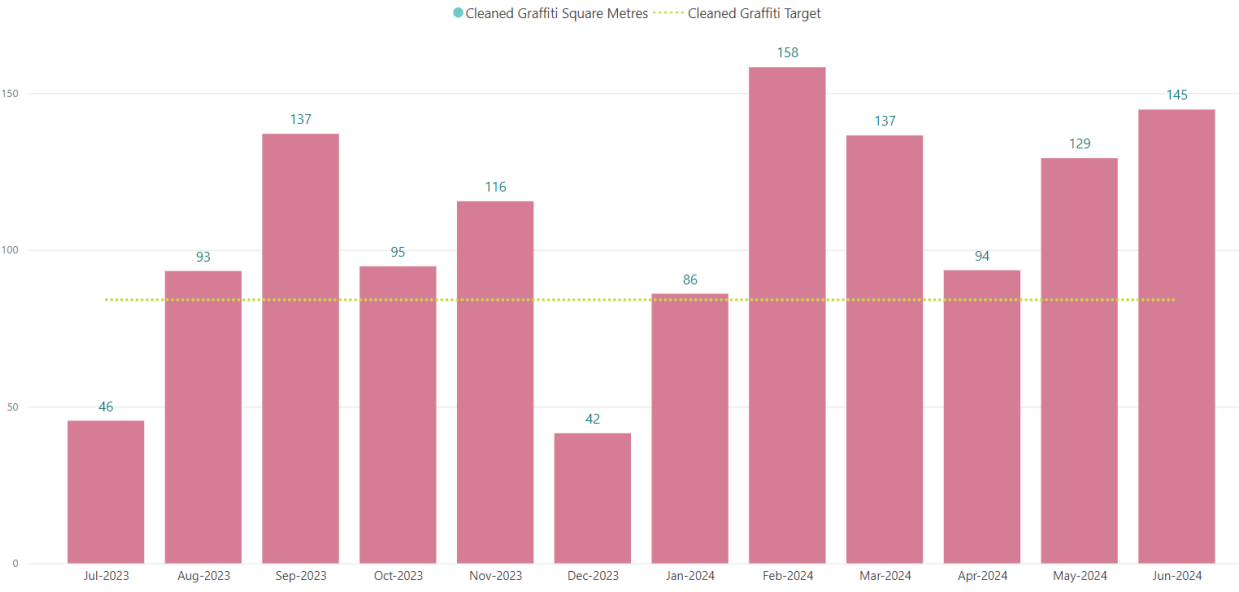


Graffiti Insight
Banks Peninsula



June 2024

Removal Trend (M2):



Item 19

Attachment D

GRAFFITI SNAPSHOT

June 2024

Ward & Suburb Insights

2030

Total Reports
-14%

3416_{m2}

(Council & Public Property)

+18%

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
Central	1,007	1,095	-8%
Heathcote	179	321	-44%
Coastal	156	138	13%
Linwood	137	136	1%
Spreydon	80	117	-32%
Papanui	70	58	21%
Innes	66	98	-33%
Riccarton	65	64	2%
Cashmere	62	72	-14%
Burwood	48	77	-38%
Banks Peninsula	46	71	-35%
Fendalton	44	40	10%
Harewood	28	38	-26%
Halswell	16	11	45%
Hornby	15	18	-17%
Waimairi	11	13	-15%
Total	2,030	2,367	-14%

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	159	117
Burwood	52	48
Cashmere	39	58
Central	1,484	995
Coastal	235	279
Fendalton	87	29
Halswell	16	28
Harewood	128	102
Heathcote	485	555
Hornby	12	17
Innes	73	116
Linwood	331	199
Papanui	100	60
Riccarton	131	103
Spreydon	81	173
Waimairi	36	10
Total	+18% 3,448	2886

Reporting Hot Spots

Streets/Locations with the most reported graffiti

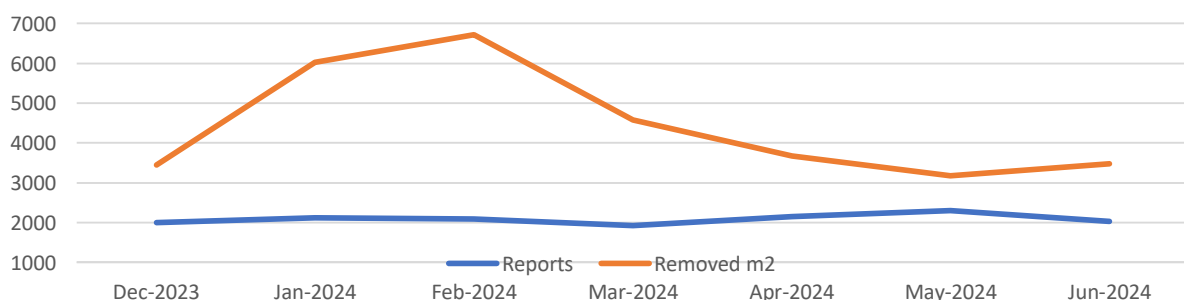
Street	# of Tickets - Latest Month	# of Tickets - Previous Month
Colombo Street	31	44
St Asaph Street	26	31
Avon Riverbank Central City	18	25
Hereford Street	18	1
Manchester Street	16	24
Avon River, Manchester St to Avon River	14	8
Ferry Road	14	9
St Asaph Street, Memory to Madras	14	7
Cathedral Square, Worcester to Colombo	13	8
Margaret Mahy Family Playground	13	7
Beverley Park	11	6
Kilmore Street	11	2
Tuam Street	11	17

Removal Hot Spots

Locations with the most graffiti removed (m2)

Street	Cleaned Graffiti Square Metres
Madras Street, Lichfield to Cashel	207
Staunton Esplanade Reserve	144
Cathedral Square, Worcester to Colombo	105
Main North Road, Farquhars to Cunliffe	100
Carlyle Street, Colombo to Buchan	72
Restell Street	67
Riccarton Road, Rimu to Division	64
Waltham Road, Wordsworth to Mowbray	64
Jellie Park	57
Thomson Park	57
Colombo Street, Quill to Welles	56
Colombo Street \ Tuam Street, Central City	48
South New Brighton Park	46
Washington Way Reserve	44

Reporting & Removal Trend



GRAFFITI SNAPSHOT

June 2024

Further Insights

Reporting Activity

Reporter Type	May	June
Individual Volunteer	902	783
Non Volunteer	692	550
Friend Volunteer	608	501
Group Volunteer	164	196
Total	2,366	2,030

% of Reports made by Volunteers

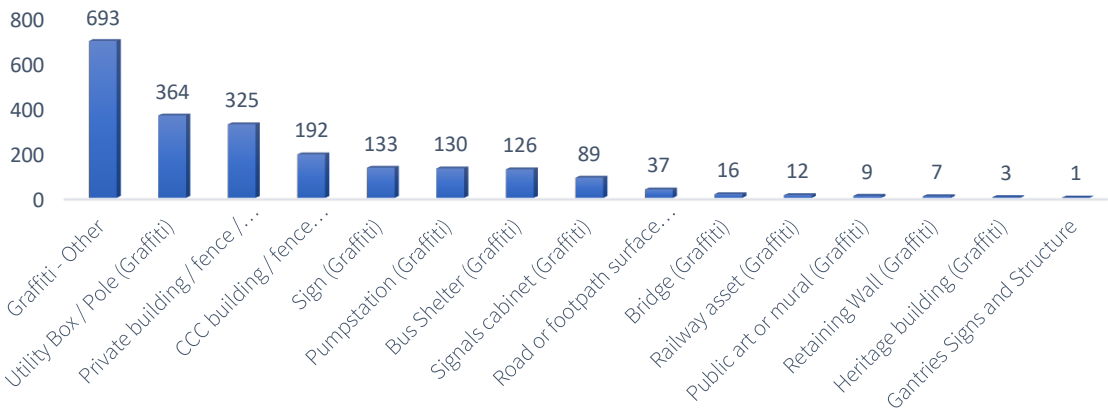


Top 5 Volunteer Reporters

Graeme (302)
Peter
Marie-Therese
Denise
Jo

Monthly Draw Winner: William

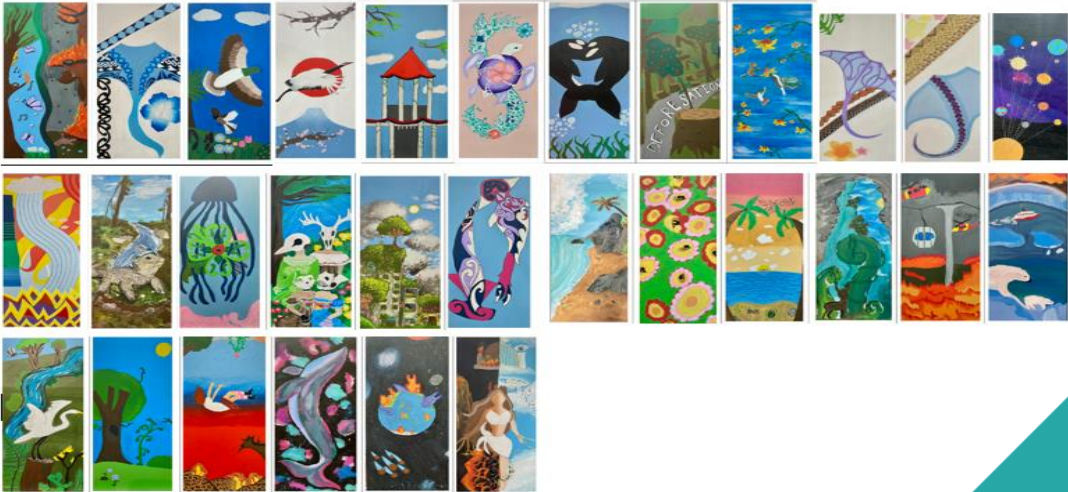
Reports by Asset Type



From the Police

Identified Offenders	Outcome
2	1 Reparation 1 Community Service Hours/potential restorative justice

Latest Murals



Artists: Students from Chisnallwood Intermediate School
Location: Climate Action Campus

20. 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>
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