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## Te Pātaka o Rākaihautū Banks Peninsula Community Board AGENDA

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### Notice of Meeting:

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

**Date:** Monday 9 September 2024  
**Time:** 10 am  
**Venue:** Lyttelton Community Boardroom,  
25 Canterbury Street, Lyttelton

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### Membership

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

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**4 September 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](mailto: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.

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

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

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



# What is important to us?

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

## Our focus this Council term 2022–2025

### Strategic Priorities



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



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



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

Adopted by the Council on 5 April 2023



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



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



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

## Our goals for this Long Term Plan 2024–2034

### Draft Community Outcomes



#### Collaborative and confident

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



#### Green and liveable

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

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



#### A cultural powerhouse

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



#### Thriving and prosperous

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

## Our intergenerational vision

A place of opportunity for all.

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



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

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

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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, 12 August 2024](#) be confirmed (refer page 6).

### 4. Public Forum Te Huinga Whānui

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

#### 4.1 Future Problem Solving International Conference

Abby Laird, Youth Development Fund recipient, will speak to the Board about her experience at the Future Problem-Solving International Conference held at the Indiana University (Bloomington) in the United States of America in June 2024.

#### 4.2 Cass Bay Residents' Association

Jenny Healey will speak on behalf of Cass Bay Residents' Association giving the Board an update on Summer with Your Neighbours events and an update on recent Residents' Association activities.

#### 4.3 Know Your Place: Environment + Art

Holly Cunningham and Sarah Amazinnia will speak to the Board on the upcoming exhibition *Know Your Place: Environment + Art*

### 5. Deputations by Appointment Ngā Huinga Whakaritenga

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

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



## **6. Presentation of Petitions Ngā Pākikitanga**

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



Christchurch  
City Council



Te Pātaka o Rākaihautū  
Banks Peninsula Community Board  
OPEN MINUTES

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

**Present**

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

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

Liz Beaven  
Community Board Advisor  
941 6601  
[liz.beaven@ccc.govt.nz](mailto:liz.beaven@ccc.govt.nz)  
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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.

A Community Service Award was presented to Te One Tini from the Community Board in recognition of his outstanding service to the community as a volunteer member of the Fire Brigade, paramedic and for going beyond the call of duty in his role as the local postie.

### 1. Apologies Ngā Whakapāha

#### Part C

##### Community Board Resolved BKCB/2024/00047

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

Lyn Leslie/Tyrone Fields

Carried

### 2. Declarations of Interest Ngā Whakapuaki Aronga

#### Part B

Lyn Leslie declared an interest in Item 17 - Strengthening Communities Fund Applications, specifically in relation to Little River Wairewa Community Trust.

Tyrone Fields declared an interest in Item 17 - Strengthening Communities Fund Applications, specifically in relation to the Lyttelton Recreation Centre Trust.

Cathy Lum-Webb declared an interest in Item 17 - Strengthening Communities Fund Applications, specifically in relation the Cass Bay Residents' Association.

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

#### Part C

##### Community Board Resolved BKCB/2024/00048

That the minutes of Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on Monday, 8 July 2024 be confirmed.

Asif Hussain/Tyrone Fields

Carried

### 4. Public Forum Te Huinga Whānui

#### Part B

##### 4.1 Little River Walkways Action Group

Janet Reeves spoke on behalf of Little River Walkways Action Group regarding proposals for Wairewa Little River walkways specifically forming a logging truck road for the current

logging operations on Council Hill Road, Little River with the view of reforming it a walking track once the logging operations had finished.

After questions, the Board thanked Ms Reeves for her presentation.

The Board agreed to request staff advice on what provisions are being made to protect the roading infrastructure during the proposed logging operations at the top of Council Hill Road.

#### Attachments

- A Te Pātaka o Rākaihautū Banks Peninsula Community Board Item 4 - Public Forum 2019 Presentation Little River Walkways Action Group 12 August 2024

#### 4.2 Mayor's Residents' Associations Forum

Graham Christie, Purau resident, spoke to the Board regarding the recent Christchurch Mayor's Residents' Association Forum and advocating for ongoing easy and welcome access to Council staff for the Community.

After questions the Board thanked Mr Christie for his presentation.

### 5. Deputations by Appointment Ngā Huinga Whakaritenga

#### Part B

#### 5.1 Te Pātaka o Rākaihautū Banks Peninsula Community Managed Facilities Audit

The following presenters spoke 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 Settlers' Hall Committee
5.1.2	Graham Barrell and Karen Banwell	Allandale Reserve Committee
5.1.3	Rennie Davidson	Okuti Hall Committee
5.1.4	Patsy Gibson	Birdlings Flat Community Centre Te Whare Tapere o Te Matu

After questions from members, the Chairperson thanked each presenter for their presentation.

#### Attachments

- A Item 5.1.1 Pigeon Bay Settlers Hall deputation - 12 August 2024  
B Item 5.1.3 Deputation Okuti Hall Presentation - 12 August 2024  
C Item 5.1.4 Deputation Birdlings Flat Community Centre Te Whare Tapere o Te Matu Presentation - 12 August 2024

The meeting adjourned at 11.02am and reconvened at 11.10am.

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

#### Community Board Comment

The Board took into consideration the deputation made by Ms Richarson, Mr Barrell and Ms Banwell, Mr Davison and Ms Gibson. (Item 5.1 of these minutes refers).

**Community Board Resolved BKCB/2024/00049 Officer recommendations accepted without change.**

**Part C**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in Te Pātaka o Rākaihautū Banks Peninsula Community Managed Facilities Audit Report.
2. Requests an update on the Community Managed Facilities Audit Report actions prior to the end of 2024 to inform the Board's Annual Plan 2025-26 submission.

Lyn Leslie/Nigel Harrison

**Carried**

**5. Deputations by Appointment Ngā Huinga Whakaritenga Continued.**

**Part B**

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

The following presenters spoke to the Board regarding Item 10 – 177 Pūrau Avenue return by way of transfer to Te Hapū o Ngāti Wheke.

Item number	Name	Organisation
5.2.1	Kirsten Mackay	Local Resident, Diamond Harbour
5.2.2	Graham Christie	Local Resident, Purau
5.2.3	Jill Rice	Chairperson, Purau Residents' Association
5.2.4	Nigel Gualter	Local Resident, Purau
5.2.5	Gail Gordon	Te Hapū o Ngāti Wheke

The meeting adjourned at 12 noon and reconvened at 12.03pm during the hearing of Item 5.2.3 Chairperson Purau Residents' Association.

After questions from members, the Chairperson thanked each presenter for their presentation.

**Attachments**

- A Item 5.2.2 - Deputation - Graham Christie Te Pātaka o Rākaihautū Banks Peninsula Community Board - 12 August 2024
- B Item 5.2.3 - Deputation - Purau Residents' Association Te Pātaka o Rākaihautū Banks Peninsula Community Board - 12 August 2024
- C Item 5.2.3 - Deputation Presentation 2 - Purau Residents' Association Te Pātaka o Rākaihautū Banks Peninsula Community Board - 12 August 2024
- D Item 5.2.5 Deputation - Te Hapū o Ngāti Wheke Te Pātaka o Rākaihautū Banks Peninsula Community Board - 12 August 2024

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

### Community Board Comment

1. The Board took into consideration the deputations made by Ms Mackay, Mr Christie, Ms Rice, Mr Calder and Ms Gordon (Item 5.2 of these minutes refers). The Board agreed that the consultation period is to be no less than eight weeks.

### Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the 177 Pūrau Avenue return by way of transfer to Te Hapū o Ngāti Wheke Report.
2. Notes 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. Endorses 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 Te Hapū o 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 m<sup>2</sup> 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.

**Community Board Resolved BKCB/2024/00050**

**Part C**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the 177 Pūrau Avenue return by way of transfer to Te Hapū o Ngāti Wheke Report.
2. Notes 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 (to be no less than eight weeks), 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. Endorses 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** to the report on the meeting agenda.

Tyrone Fields/Nigel Harrison

**Carried**

**Community Board Decided BKCB/2024/00051 Officer recommendations accepted without change**

**Part A**

That the Council:

4. Consult (to be no less than eight weeks) with the community (to be no less than eight weeks) in relation to the proposal by Te Hapū o Ngāti Wheke to transfer the property at 177 Pūrau Avenue comprising 1381 m<sup>2</sup> held in record of title 841068 and legally described as Reserve 4622 for the consideration of \$1 to Te Hapū o 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:
- 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;
  - 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:
    - 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.
    - Ururū 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.
    - Te Hapū o Ngāti Wheke is the only logical and rightful owner of the land as mana whenua and kaitiaki of the urupā.
    - Achieves the Council's Strategic Framework objectives.
    - Any further reasons established through the consultation process.
  - Return by way of transfer to Te Hapū o Ngāti Wheke the property at 177 Pūrau Avenue comprising 1381 m<sup>2</sup> 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.

Tyrone Fields/Nigel Harrison

**Carried**

The meeting adjourned at 12.55pm and reconvened at 1.09pm.

## **5. Deputations by Appointment Ngā Huinga Whakaritenga Continued**

### **Part B**

#### **5.3 Diamond Harbour Reserve Committee - Triennial Plan and Reserve Schedule 2023/25**

Jill Rice, Chairperson of Pūrau Residents Association spoke regarding Item 9 – Diamond Harbour Reserve Committee – Triennial Plan and Reserve Schedule 2023/25 specifically the lack of communication with the Residents Association about any plans for land in Pūrau.

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

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

### Community Board Comment

1. The Board took into consideration the deputation made by Ms Rice. (Item 5.3 of these minutes refers).

### 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.

### Community Board Resolved BKCB/2024/00052

#### Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Diamond Harbour Reserve Committee - Triennial Plan and Reserve Schedule 2023/25 Report.
2. Accepts and supports the Diamond Harbour Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
3. Endorses the Diamond Harbour Reserve Schedule.
4. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
5. Encourage the Diamond Harbour Reserve Committee to ensure adequate representation of Purau residents on the Reserve Committee.

Asif Hussain/Nigel Harrison

Carried

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

### Community Board Comment

1. Jo Rolley, Chairperson of Le Bons Bay Reserve Committee, co-presented with staff on the Le Bons Reserve Committee Triennial Plan and Reserve Schedule report. Ms Rolley outlined the aims and objectives of the Reserve Committee and highlighting some issues to be addressed with regards to forming a new legal entity to manage the community hall.

### **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.

### **Community Board Decisions under Delegation**

#### **Part C**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Le Bons Bay Reserve Committee - Triennial Plan and Reserve Schedule 2023/25 Report.
2. Accepts and supports the Le Bons Bay Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
3. Endorses the Le Bons Bay Reserve Schedule.
4. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
5. Notes that it is the Board's desire that Le Bons Bay Hall remain a valuable asset to the community and that an appropriate agreement other than the Council's Community Facilities Lease be investigated.

#### **Attachments**

- A Item 8 Chairperson Le Bons Bay Reserve Committee tabled document Te Pātaka o Rākaihautū Banks Peninsula Community Board 12 August 2024.

## **6. Presentation of Petitions Ngā Pākikitanga**

#### **Part B**

There was no presentation of petitions.

## **7. Reserve Committee Meeting Minutes**

### **Community Board Comment**

1. The Board acknowledged the dedication of former and present volunteers who have managed and cared for the Kaituna Hall.

### **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.

**Community Board Resolved BKCB/2024/00053**

**Part B**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives 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. Notes 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. Notes that the Kaituna Hall will now be managed by the Christchurch City Council Facilities Team.
4. Notes 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. Writes a letter of appreciation to the volunteers who have managed and cared for the Kaituna facility and Ataahua reserve for decades.

Lyn Leslie/Asif Hussain

**Carried**

## 5. Deputations by Appointment Ngā Huinga Whakaritenga Continued

### Part B

#### 5.4 Akaroa Golf Club – Proposed Agreement to Lease

Ken Elliott, President spoke on behalf of Akaroa Gold Club regarding Item 11 – Akaroa Golf Club – Proposed Agreement to Lease.

After questions from members, the Chairperson thanked Mr Elliot for his presentation.

## 11. Akaroa Golf Club - Proposed Agreement to Lease

**Community Board Resolved BKCB/2024/00054 Officer recommendations accepted without change**

### Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Akaroa Golf Club - Proposed Agreement to Lease Report.
2. Approves 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** to the report on the meeting agenda.
3. Approves the Draft Development Plan for the course as shown in **Attachment B** to the report on the meeting agenda.
4. Approves removal and replacement of trees generally in accordance with the plan in **Attachment C** to the report on the meeting agenda. subject to compliance with the Council 'Tree Policy'.
5. Delegates 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. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

Nigel Harrison/Asif Hussain

Carried

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

**Community Board Resolved BKCB/2024/00055 Officer recommendations accepted without change**

### Part C

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. Approves the removal and replacement of trees in sections 1 to 3 as shown in **Attachment A** to the report on the meeting agenda. 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.

Nigel Harrison/Asif Hussain

**Carried**

The meeting adjourned at 2.11pm and reconvened at 2.40pm.  
Asif Hussain left the meeting at 2.11pm.

### **13. Takapūneke Reserve - Lease of Red House Property**

**Community Board Resolved BKCB/2024/00056 Officer recommendations accepted without change**

#### **Part C**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Takapūneke Reserve - Lease of Red House Property Report.
2. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Acknowledges 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. Resolves in the event that there are no objections received on the proposed lease that cannot be satisfied, that the Community Board:
  - a. Requests 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. Approves 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.
  - c. Requests the Manager Property Consultancy to conclude and administer the terms and conditions of the lease.

Nigel Harrison/Cathy Lum-Webb

**Carried**

**Community Board Decided BKCB/2024/00057**

#### **Part A**

That the Council:

4. Agrees to continue to depart from policy and deal unilaterally with the current tenant.

5. Conditional on recommendation 4 above authorises staff to carry out public consultation in accordance with Section 119-120 of the Reserves Act 1977 for the granting of the lease, and:
  - a. Requests 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.

Nigel Harrison/Cathy Lum-Webb

**Carried**

## **15. Te Pātaka o Rākaihautū Banks Peninsula 2024-25 Strengthening Communities Fund Applications**

**Community Board Resolved BKCB/2024/00058 Officer recommendations accepted without change**

### **Part C**

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:

<b>No</b>	<b>Organisation Name</b>	<b>Project</b>	<b>Decision</b>
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.



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.

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.

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:

<b>No</b>	<b>Organisation Name</b>	<b>Project</b>	<b>Decison</b>
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.

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.
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5. Approves the transfer of \$35,265 to the Te Pātaka o Rākaihautū Banks Peninsula Community Board 2024-25 Discretionary Response Fund.

Nigel Harrison/Lyn Leslie

**Carried**

## **16. Te Pātaka o Rākaihautū Banks Peninsula Community Board 2024/25 Discretionary Response Fund - Board Projects**

**Community Board Resolved BKCB/2024/00059 Officer recommendations accepted without change**

### **Part C**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Te Pātaka o Rākaihautū Banks Peninsula 2024-25 Discretionary Response Fund Applications – Board Projects.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Allocates \$3,000 from its 2024/25 Discretionary Response Fund towards a Summer with your Neighbours Fund 2024-25.
4. Allocates \$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. Delegates allocation of the Summer with your Neighbours Fund up to \$300 to the Community Governance Manager with Board reporting via the area report.

Tyrone Fields/Jillian Frater

**Carried**

## **17. 2024/25 Discretionary Response Fund Applications - Diamond Harbour and Surrounds Cat Rescue Group**

**Community Board Resolved BKCB/2024/00060 Officer recommendations accepted without change**

### **Part C**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the 2024/25 Discretionary Response Fund Applications - Diamond Harbour and Surrounds Cat Rescue Group Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves a grant of \$500 from its 2024/25 Discretionary Response Fund to Diamond Harbour and Surrounds Cat Rescue Group towards desexing costs.

Tyrone Fields/Nigel Harrison

**Carried**

## **18. Te Pātaka o Rākaihautū Banks Peninsula Youth Development Fund - Delegation Decision**

### **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.

### **Community Board Resolved BKCB/2024/00061**

#### **Part C**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in Te Pātaka o Rākaihautū Banks Peninsula Youth Development Fund - Delegation Decision Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Delegates Tyrone Fields as 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. Agrees 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.

Lyn Leslie/Nigel Harrison

**Carried**

## 19. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - August 2024

**Community Board Resolved BKCB/2024/00062 Officer recommendation accepted without change**

### Part B

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.

Lyn Leslie/Cathy Lum-Webb

Carried

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

### Part B

Board members exchanged the following information:

- Four Board members are attending the upcoming Community Board Conference in Wellington in late August 2024.
- The Board were advised work was commencing on the Draft Annual Plan 2025/26.
- The Little River Big Ideas review is progressing and will be available shortly.
- The Wairewa Little River Trust will hold their Annual General Meeting shortly.
- The Board were advised that the Akaroa French Fest is to receive funding from the Council's Long Term Plan.
- Work will commence shortly on Dalys Wharf in Akaroa.
- The Lyttelton Energy Transition Society (LETS) has recently held a community meeting that was well attended and good presentation. LETS will be holding Solar Cafes community sessions on energy topics.
- Concerns have been raised about people obtaining unauthorised access to Lyttelton Port.
- The Board noted the many planting days that have been occurring in Te Pātaka o Rākaihautū Banks Peninsula Community Board area over the planting season. There has been a planting of 51 memorial trees at Pony Point in remembrance of the victims of the Christchurch Mosque shootings.
- The Board were advised of upcoming community organisations Annual General Meetings.
- The Board were advised that Whakaraupō Recreation Inc are looking at improving recreation opportunities in the Naval Point area including a gymnasium.
- Anti-social road users and vandalism continue to be a nuisance with Whakaraupō Lyttelton Harbour.

- Keep Christchurch Beautiful are planning their next big clean up event.
- There was a March for Tamariki held recently in Christchurch.
- The Board discussed the continual winter road maintenance issues of Dyers Pass Road.
- The Board were asked to ensure that the Board advocates for Akaroa and surrounding areas to be included in the Destination Management Plan through ChristchurchNZ.

### **Karakia Whakamutunga**

**Meeting concluded at 3.19pm.**

**CONFIRMED THIS 9<sup>th</sup> DAY OF SEPTEMBER 2024**

**LYN LESLIE**  
**CHAIRPERSON**





## 7. Reserve Committee Meeting Minutes

Reference Te Tohutoro: 24/1435721  
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
Lyttelton Reserves Committee Unconfirmed Minutes	5 August 2024
Pigeon Bay Reserve Committee Unconfirmed Minutes	6 August 2024
Stanley Park Reserve Committee Unconfirmed Minutes	21 June 2024
Stanley Park Reserve Committee Unconfirmed Minutes	22 August 2024
Cass Bay Reserve Committee Unconfirmed Minutes	7 August 2024
Okains Bay Reserve Committee Unconfirmed Minutes	21 August 2024
Duvauchelle Reserve Committee Unconfirmed Minutes	19 August 2024
Allandale Reserve Committee Unconfirmed Minutes	13 April 2023
Allandale Reserve Committee Unconfirmed Minutes	13 September 2023
Allandale Reserve Committee Unconfirmed Minutes	27 March 2024
Allandale Reserve Committee Unconfirmed Minutes	19 June 2024

1.2 To acknowledge changes to Committee membership that were omitted from official Reserve Committee minutes and notified to staff by email.

### 2. Background

2.1 Staff have been advised by separate email of changes to the membership of Cass Bay Reserve Committee.

### 3. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

- Receive the minutes of the following Reserve Committees:
  - Lyttelton Reserves Committee Unconfirmed Minutes – 5 August 2024
  - Pigeon Bay Reserve Committee Unconfirmed Minutes – 6 August 2024
  - Stanley Park Reserve Committee Unconfirmed Minutes – 21 June 2024
  - Stanley Park Reserve Committee Unconfirmed Minutes – 22 August 2024
  - Cass Bay Reserve Committee Unconfirmed Minutes – 7 August 2024

- f. [Okains Bay Reserve Committee Unconfirmed Minutes – 21 August 2024](#)
- g. [Duvauchelle Reserve Committee Unconfirmed Minutes – 19 August 2024](#)
- h. [Allandale Reserve Committee Unconfirmed Minutes – 13 April 2023](#)
- i. [Allandale Reserve Committee Unconfirmed Minutes – 13 September 2023](#)
- j. [Allandale Reserve Committee Unconfirmed Minutes – 27 March 2024](#)
- k. [Allandale Reserve Committee Unconfirmed Minutes – 19 June 2024](#)
2. Note the resignation of James Korako from the Cass Bay Reserve Committee and the change in name of member Tracy Prince to Tracy Littlejohn, as advised by email.
3. Approve the appointment of Charles de Lambert to the Stanley Park Reserve Committee.
4. Approve the appointment of Kerry Tuner and Reg Matthews to the Allandale Reserve Committee.

### Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Lyttelton Reserves Committee 5 August 2024 Unconfirmed Minutes	24/1436329	29
B 	Pigeon Bay Reserve Committee 6 August 2024 Unconfirmed Minutes	24/1436524	33
C 	Stanley Park Reserve Committee 21 June 2024 Unconfirmed Minutes	24/1436584	38
D 	Stanley Park Reserve Committee 22 August 2024 Unconfirmed Minutes	24/1471156	39
E 	Cass Bay Reserve Committee 7 August 2024 - Unconfirmed Minutes	24/1451446	44
F 	Okains Bay Reserve Committee 21 August 2024 Unconfirmed Minutes	24/1476893	47
G 	Duvauchelle Reserve Committee 19 August 2024 Unconfirmed Minutes	24/1490887	51
H 	Allandale Reserve Committee 13 April 2023 Unconfirmed Minutes	24/1490916	53
I 	Allandale Reserve Committee 13 September 2023 Unconfirmed Minutes	24/1490923	55
J 	Allandale Reserve Committee 27 March 2024 Unconfirmed Minutes	24/1491035	57
K 	Allandale Reserve Committee 19 June 2024 Unconfirmed Minutes	24/1491021	58



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## Lyttelton Reserves Committee

### MEETING MINUTES

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#### Notice of Ordinary Meeting:

An Ordinary meeting of the Lyttelton Reserves Committee will be held on:

**Date:** 5 August 2024  
**Time:** 7:15 pm  
**Venue:** Community Boardroom, 25 Canterbury Street,  
Lyttelton

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#### 1. Meeting Opening and mana whenua learning

Meeting opened at 7:15pm.

##### Present

Joshua Merriam, Helen Shaw (Chair), Bianca Woyak, Cliff Mason, Kirsty Brennan.

##### In Attendance

No staff present

#### 2. Apologies

Hamish Fairbairn, John Garrett, Rewi Couch.

Absent: Daryl Warnock

#### 3. Declarations of Interest

Nil.

#### 4. Public Forum

Glenn Cowan in attendance.

#### 5. Confirmation of Minutes

Resolution: That the Minutes of the Reserve Committee meeting held on 10 June 2024 be confirmed.

Moved: Bianca Seconded: Josh. **Carried**

#### 6. Health and Safety

Newly graded tracks in Urumau are slippery in wet weather. Signs are up, and tracks are closed if wet, with alternative routes available. No reports of injury or hazard.

#### 7. Matters Arising

**Actions from previous minutes**

Gary Broker Seat Paul has some designs for seats and Helen will provide the family with three options for consideration.	COMPLETE Family has confirmed macrocarpa option for seat, location (pending CCC approval) and plaque wording.  CCC to work with the committee to implement installation of the seat.
CCC to investigate options and feasibility of water storage at the top of the 4WD track. <b>(CCC)</b>	TBC
Whakatauki to be created for Triennial plan <b>(Rewi)</b>	In progress <b>(Rewi)</b>
Plants available for pick up before the end of June. Hamish to pick up 600 plants. Planting dates set for mid July.	COMPLETE
Letter drop to be undertaken this month to invite neighbours between 8-26 Foster on the high side of the road.	COMPLETE
CCC to arrange contractor for site prep prior to planting	COMPLETE
Hamish to order 1000 plants each for FY25 and FY26	COMPLETE
CCC to add log feature to asset list, and work with MTB club to investigate and develop a management plan	TBC
Josh to work with Nick Singleton on signage plan with the intent to commence implementation	In progress - refer to item in minutes
Helen to provide the targets table in the Triennial Plan to CCC	COMPLETE. Draft plan is now on

to advise on how to communicate.	CCC website. Helen to discuss a communications plan with CCC
The committee to work on developing a Triennial Plan for Whakaraupo Reserve based on the Whakaraupo Botanical Survey Report by Dr Melissa Hutchison. Kirsty to start.	Started. Provide a report for discussion at next meeting.
Hamish to do posters to communicate the two planting days.	COMPLETE

## 8. Correspondence

Nil.

## 9. Staff Financial and/or Operational Report

Provided by email:

- Diagonal track done and will monitor condition
- Dangerous tree check complete, waiting for report.
- Drainage along 4WD and bench tracks being more regularly checked and cleared

## 10. General Business

### 10.1. Native Planting

Planting in Urumau was complete with community volunteers and CVNZ Work Skills team  
Plants have been ordered for next year.  
Releasing of plants - options for Kaimahi for Nature team to do, committee agree.  
Discuss options for planting in Whakaraupo in next meeting

### 10.2. Pest Plants

To be discussed with CCC next meeting - both reserves

### 10.3. Pest Animals

Traps are in place in Urumau under the Whaka-Ora Pest Project.

### 10.4. Track Development

Diagonal track work complete. It has been wet and track is very slippery.  
The committee request a bridge for access from the 4WD track to the MTB track above to cross the drainage channel allowing for adequate drainage.

Track development as per the Triennial Plan was discussed. The committee would like to understand the next track development focus and feasibility.

**ACTION:** Request that CCC assess the feasibility of track development in Triennial Plan. Specifically MTB track to Gilmour Tce and the Timeball Loop track.

### 10.5. Track Maintenance & drainage

A working bee was undertaken by the MTB club to maintain a track in Urumau.

### 10.6. Fire prevention

No update.

#### 10.7. Erosion & Sediment Control

With the rain recently, committee members will watch for any sediment that might travel from the newly created track.

#### 10.8. Signage

Awaiting for approval and implementation from CCC.

The committee recommended Sign name for Diagonal track - Tūi Track

#### 10.9. Pine & Eucalyptus Plantation

Awaiting a report CCC commissioned about any dead or dangerous pine trees.

Prepare a plan for the juvenile pine tree removal in Urumau Reserve - discuss at next meeting

#### 10.10. Engagement

**ACTION:** Helen to meet with CCC Community Development Advisor to discuss a plan for communication about Reserve items.

**ACTION:** A draft Triennial Plan for Whakaraupo Reserve will be provided for the next meeting to discuss.

#### 12. General business

Meeting frequency to continue every two months with committee communicating between meetings to progress Triennial Plan actions for both reserves.

#### Next Meeting - 14 October 7pm

Meeting closed with a karakia at 8:24pm.

## Pigeon Bay Reserve Committee

### MEETING MINUTES

#### Minutes of the Ordinary Meeting Held:

**Date:** Tuesday 6 August 2024

**Time:** 2.00 pm

**Venue:** Pigeon Bay Settlers Hall, Pigeon Bay

**Present:** Murray Walls (Chair), Heather Walls, Helen van Workum, Peter Barron,

**In attendance:** Colin Jacka, Chris Figg, Helen Figg, Asif Hussain (apologies for lateness), Sandy Purdon, Maree Andrews, Rick Jury, Yvonne & Grant Radford.

Murray welcomed everyone to the meeting, & introduced the Annual Site Holders.

1. **Apologies:** Brenda Graham, Vincent Luisetti, Charles Stewart-Robinson.

**Murray/Heather**

**Carried.**

1. **Declarations of Interest:** Helen van Workum – Annual Site Holder

2. **Public Forum:** Rick Jury spoke briefly on the effects on boating in Pigeon Bay if members didn't have the option of leaving caravans onsite in the camp.

3. **Confirmation of Minutes:** Minutes from the meeting held on 25 June 2024 as circulated are confirmed.

**Murray/Helen**

**Carried.**

4. **Matters Arising:**

- Additional Holding Tank – An extra tank would need to go in during Winter to avoid camp disruption. On hold for now.
- Playground Rings – Colin will follow up with Parks team.
- Hall Hire Fee – Awaiting confirmation. Charles to check.
- Mower Hire – Charles to take request to hall committee.
- Helen Figg has agreed to join the strategic planning working group. Pleasing to have a local resident involved.

5. **Health and Safety:** A hanging branch has been removed & tidied up, the original macrocarpa branch is still there but poses no danger and is being monitored.



**Correspondence:**

**Inwards**

- Murray Walls-Information required from Council.
- Colin Jacka- Triennial template & ASH options.
- Linda Burkes- Acknowledgment of our irregular meeting schedule & timeliness of information sharing.
- 13 responses from ASH as circulated.

**Outwards**

- Banks Peninsula Governance Team-minutes, meeting schedule information, requesting information in a more timely manner.
- Pam Richardson – request to send notice of meeting to local email list.
- Annual Site Holders & PBBC- letter advising of Reserves act 1977 regulations re on site caravans.

Correspondence accepted **Heather/Helen** **Carried.**

Colin expressed disappointment that the letter to ASH was not sent to him & Asif prior to going out.

**6. Finance/Operational Report:**

- Tabled by Colin- has been a good year.
- Triennial plan- have good ideas, in progress.
- ASH- Colin spoke to those present & explained there may be some compromise required for a successful exemption. Submissions need to be prepared by 11 October for the 11 November Community Board meeting.
- Asif spoke on the role of the Community Board & how important it is for them to hear community views.

**7. Caretakers Report:**

- Chris Figg- As circulated. Quiet camp during Winter. Winter maintenance completed.
- Grass to be mowed.

**8. General Business:**

- **Document to go to Council regarding becoming a separate entity** –This document was prepared after discussion at an informal committee meeting. Murray moved that his document as circulated be accepted.

**Murray/Helen**

**Carried.**

Colin suggested keeping the process moving.

9. Update from Working Groups:

- **Management Structure/Strategic Plan** – Murray, Helen v W, Helen F  
Nothing to report.
- **Waste Water Overflow** – as per matters arising.
- **Shelter** – Peter, Heather. Shelter has been included in the LTP.
- **Inundation** – Charles - No further developments.
- **Ongoing Plant Maintenance** – Nothing to report.
- 

Murray thanked everyone for attending and special mention to the campers who made time to attend.

**Meeting Closed: 3.10 pm**

10. Next Meeting:

**Date:** Tuesday 12 September 2024

**Time:** 2.00 pm

**Venue:** Pigeon Bay Settlers Hall, Wharf Road, Pigeon Bay

**Pigeon Reserve Committee decisions regarding a separate entity going forward. This document was approved by the Pigeon Bay Reserve Committee at the August 6<sup>th</sup> meeting.**

The Council haven't provided us with adequate information regarding forming a separate legal entity. They appear to be wanting the community consultation before we have enough information to fully determine if forming a separate entity is the best way forward for the reserve.

We have been provided with the following list which we need to work through, however the list isn't in chronological order.

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*For a RC proposing to register as a separate legal entity, the report to the Community Board will need to include.*  
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- *An outline of what is proposed doing forward.*
  - *A draft financial/business plan of how the proposal would work based on past and expected income.*
  - *Support from the local community for the proposal and how that was gathered (e.g. fliers circulated, public meeting).*
  - *Proposal as to how public facilities within the reserve would be operated. (e.g. tennis courts, playground, and public toilets).*
  - *An indication of who would be responsible for what in terms of maintenance.*
  - *The advantages to the community of operating the reserve in this manner.*
  - *A draft lease that is acceptable to the group.*
- 

The Pigeon Bay Reserve Committee have agreed that the chronological order in which the report needs to be prepared and the process take place is as follows.

1. Apply for a ministerial exemption in accordance with the Reserves Act 1977 for at least some of the regular caravans to stay in the reserve during the summer months.  
This process will be worked through with Colin Jacka and a submission made to the Community Board at their November 11<sup>th</sup> meeting.  
If an exemption isn't granted, it will affect the way the camp is managed and may affect the Committee's desire to form a separate entity.
2. Confirm with Colin that we still have remote camp ground status.  
If we don't this will greatly affect how the camp is managed.
3. Draw up the Triennial Plan in conjunction with Colin Jacka and a submission made to the Community Board at their November 5<sup>th</sup> meeting.
4. Obtain information on what a lease agreement for the reserve would look like and explore other possible options for the management of the reserve.  
Such as a: co-management agreement  
co-governance  
memorandum of understanding

Philipa Hay and other Council staff have done a lot of work on this, and the information was to have been passed on to Jane Harrison, however after several requests, we haven't been provided with any of this information.

5. Draw up the draft reserve management plan.  
This is currently being worked on in conjunction with Colin Jacka and Delia Walker
6. A draft financial/business plan of how the proposal management of the reserve would work.  
This would be based on past income etc. and shouldn't change much.
7. The Incorporated Society draft constitution.  
So the community and the Committee know how the reserve will be managed.  
Without this and the above we won't have adequate information for the community consultation process.
8. Go to community consultation to inform the community of our intentions and to obtain support and feedback.  
This will be done in conjunction with the Council.

The committee are disappointed with the Draft Community Consultation document provide to us by the Council for discussion, and feel it is a long way from where it needs to be. We provided the Council with a lot of information on the past management of the reserve and WHY we want to form a separate entity, however most of this information has all been left out of the Draft document. We feel that currently there is too little information available for the community to make an informed decision on the Committee becoming a separate entity.

Therefore we feel that all the above information should be obtained before we go to community consultation.

For example the Pigeon Bay Community Incorporated Society and the Le Bons Bay Committee followed the process we are proposing, including having the Incorporated Society draft constitution document drawn up before they went to community consultation.

Document prepared by

Murray Walls

Chair Pigeon Bay Reserve Committee

Meeting of Stanley Park Reserve Committee held on Friday 21<sup>st</sup> June 2024, 10am at Akaroa Service Centre Board Room.

Present:

Grant Ryan, Kit Grigg, Barry Brunton, Elizabeth Haylock, Committee

Nigel Harrison, Community Board Rep

Kerri Bowen, Hannah Murdoch, CCC

The meeting was held to discuss the proposed track repair and changes and quotes obtained by Kerri to fix our ongoing problems of, drainage, washout, steepness and safety of existing track inside the entrance of the park leading up from the fire station track.

After a lot of discussion it was unanimously agreed by all present that we approve the plan of Wood Ltd Landscape, Change 1 and 3.

That Change 2 is approved subject to a discussion by Kit Grigg with Wood Landscape, Steffan re the camber and how farm tracks always have the drainage running inside to drain into a culvert. There may need to be slight alteration to this.

We also note that we see the next stage [4] of the proposed walking track Change 3 to be extended across the side of the hill to join up with other existing tracks into the bush. We would like to see this as part of our budget for 2025.

Kerri will liaise with Delia if the Community Board need to be notified.

## Stanley Park Reserve Committee MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: 22/8/2024

Time: 9.00am

Venue: CCC Akaroa Service Centre Boardroom

### Present

Elizabeth Haylock- Vice Chairperson, Chris Mangels, Barry Brunton, Kit Grigg, Charles de Lambert

### In Attendance

Hannah Murdoch - Parks, Linda Burkes - Governance, Steffi Brightwell – Community Development Advisor.

### 1. Apologies

Nigel Harrison, Grant Ryan, Peter Haylock

### 2. Declarations of Interest

Nil

### 3. Public Forum

Nil

### 4. Confirmation of Minutes

The minutes of the last meeting, which took place on the 15<sup>th</sup> May 2024 at the CCC Akaroa Service Centre Boardroom, are correct.

Moved: Chris Mangels / Barry Brunton

The informal notes of the meeting held on Friday 21 June 2024 are now accepted as formal minutes.

Moved: Elizabeth Haylock / Chris Mangels.

### 5. Matters Arising from the minutes

1. Stanley Park RC accepts the Reserve Schedule and Triennial Plan for presentation to the Community Board – 7 October 2024.

The Triennial Plan was reviewed at the last meeting and is accepted. The Reserve Schedule was reviewed at this meeting and is accepted.

Moved: Kit/Barry

2. Refer Email (**Attached**) regarding meeting with Stefan to discuss track. He thinks he can improve the run-off on the existing track.

Change 1 is the new walking track he proposed. Agree it will be an easier walk. Query whether this has been approved by the Council. Kerri still needs to find budget for the track. It is a priority for BP but not sure when it will happen. Noted that Kerri will take a report to the Board for approval of the new track.

Note that the committee will squeaky wheel this matter as it is a health and safety issue. Heavy rain recently has caused dangerous conditions.

Kit to email photo showing track condition through to Kerri and Hannah.

3. Akaroa Mail advertising didn't happen for new recruits. Steffi has put an add onto social media.
4. Elizabeth to approach Rod to contact the Akaroa Mail re an article about the Stanley Park Committee and its value to the community past and present.

## 6. Health and Safety

Nil

## 7. Correspondence

Email from Kerri 10/6/24 discussing Stanley Park track change proposal and budget.

## 8. General Business

1. Welcome to Charles de Lambert, hereby appointed to the Committee.

Charles has been working with Pest Free BP to put rat traps through the park. These are on a NZ Trapping app so that people can see where they are.

Moved: Kit / Elizabeth

2. There is a need to appoint a Chair and Secretary in a future meeting.

3. Elizabeth would like confirmation that the history of Stanley Park Reserve Committee is preserved.

Linda to check Council records back to 2005 Inaugural meeting of the Reserve Committee.

4. Update provided from Parks:

11 Rue Noyer –Owner is looking at building on their land and needs to do a Geotechnical survey. Parks to ask Mario to measure the gap through trees to ensure no damage when the rig passes through.

Historical slip on that property 16-17 years ago – can we feedback to the Geotechnical company asking if they have the knowledge of the slip and make sure that where they drill the hole will not cause damage.

Hannah to provide this feedback to consultants.

Noted that any stock present will not be an issue when the rig moves through.

**(Attached)** Document provided by Hannah: Rationale for allowing temporary Geotech investigation drilling Stanley Park Sept 2024.

5. On the bank above Goughs there is Broom and Periwinkle that have taken over in that area. Need to stop these weeds from invading the rest of the park if possible. Hannah will make sure there is a check on this.
6. Stanley Park Reserve Committee Priorities for the LTP (**Attached**).
7. Charles queried a Management Plan for the Stanley Park. This will be provided to him for reference noting that there is also a Banks Peninsula wide Management Plan being drafted.
8. All Reserve Committee documents are available on the Reserve Committee [website](#).

## 9. Next Meeting

20 November at 9am.

The meeting closed at 9.49am.

## Attachments:

[Email regarding meeting with Stefan about Stanley Park track changes.](#)

Excerpt:

I met with Steffan today on Stanley Park and had a good discussion on his proposed changes as presented at our meeting.

Change#1: we looked at the layout of the new walking track and agreed on the likely start and finish points. It should fit into the contours quite effectively.

Change#2: Looking at ways to keep storm water from scouring the existing track, it seems best to build the top half to guide water off towards the fence (as Steffan had suggested) but then lower down cut a water table on the top side and ensure storm water stays that side all the way down past the kissing gate. I'm confident Steffan understands the problem and will construct the best solution.

Change#3: We looked at the work needed to maintain the steps and track below the kissing gate – mostly involves topping up with gravel while they have the equipment on site.

Steffan would expect to start within a couple of months given reasonable weather, but will obviously need final acceptance from Council.

## [Rationale for allowing temporary Geotech investigation drilling Stanley Park Sept 2024.](#)

### **Rationale for allowing temporary geotech investigation drilling Stanley Park Sept 2024**

- Prior to applying for a resource consent for the adjacent private property of 11 Rue Noyer the consultant acting for the owners needs to commission a geotechnical assessment on the steep forested slopes above a proposed building site at the base of the slope. This is to inform a report to address natural hazards in accordance with Section 106 of the RMA.



- This would require cutting an access track and platform through the native vegetation on 11 Rue Noyer to install a drilling rig to drill a bore hole for the investigation work. This will have a significant environmental impact.
- The consultant has applied to the Council to instead access through Stanley Park to a drilling site on level ground in the park above the private land as shown on the aerial below. This is because the access route will be able to be followed, in the applicants view, by a remotely operated rubber track mounted Sonic Borehole Rig (see example of what is likely to be used below) without any impact on the park environment.
- This rig is probably 2.1m wide, 2.89m high in transport mode and 7m high in working mode (as shown).
- Parks staff assess the travel and operation of the rig should not have any concerning effect on the park environment, but Banks Peninsula Parks staff will be present on the day that it takes place to provide access and ensure all goes well.
- The drilling will take place on just the one day. The borehole will be 100mm in diameter and go to a depth of 15m. On completion the borehole will be backfilled with bentonite and the area left clean. There may just be some minor track marks in the area of the drilling.
- The consultant considers that a geotechnical slope stability assessment of the slope below the park, and recommendations to mitigate any potential risk, will be also of benefit to the park.
- In addition, avoiding the cutting down of native vegetation near or on the boundary with the park will be of benefit to the park.



Figure 1: proposed BH location (yellow cross) and access path (dashed yellow line)



Stanley Park Committee Long Term Plan Priorities 2024.

**Stanley Park RMC LTP Priorities. 2024**

Stanley Park is in the heart of Akaroa and is used not only by locals but by tourists and visitors from overseas and through out NZ.

- 1) Wooden safety steps as used by DOC and recommended in NZ Standards need to be put in on all steep and slippery areas, an important health and safety issue that is discussed at every meeting and all park staff are aware of the problems. Especially on access track from Bercusson reserve up to Watson St access. Slippery track above end of French Village and coming around and down to Rue Noyer.  
Access into the main entrance to park above fire station through kissing gate, steep dangerous track that needs proper steps.  
Constant annual maintenance of tracks especially after storms.  
What we are emphasising is the need for leg and ankle safety for tourists, locals and children.
- 2) Additional drainage and upgrade of existing drainage along lower section of track and access between Bercusson reserve and Watson St entrance. Proper wooden side drains on all tracks. Reinforcing the current drains with wooden boxing or similar may be required to prevent the rain cutting these further
- 3) Maintain Watson St entrance for slipperiness.
- 4) Weed maintenance, needs to be kept up on a regular basis especially old man's beard, native stinging nettle on side of tracks, other invasive climbers and shrubs, gorse and broom, pasture weeds including all thistles.
- 5) The Kissing gates need repair to rotten boards and bungee cord /springs.
- 6) We would like to see the weather station removed, we believe correct community consultation was not carried out prior to installation and can find no access to the data this is supposed to collect. If this is to stay in the meantime an interpretation panel installed explaining its use would be helpful.

Please consider the above priorities for the LTP

## Cass Bay Reserve Committee MEETING MINUTES

**Minutes Meeting held:**

**Date:** 7/08/2024

**Time:** 7.30

**Venue:** Banks Peninsula Community Board Meeting Room.

### **Present**

Jenny Healey (chair) (Dept Chair) Marjorie Russell (minutes Secretary) Warner Russell, Noraini Abbas, Tracy Littlejohn,

### **In Attendance**

Council staff members: Hannah Murdoch. Rodney Chambers.

Councillor, Community Board: Tyrone Fields

### **1. Apologies**

Liz Hales: Jeremy Webb, Ine Smit, Karen Branwell, Marjorie / Jenny

### **2. Declarations of Interest**

2.1

### **3. Public Forum**

3.1

### **4. Confirmation of Minutes**

4.1 Confirmation of previous Meetings minutes. Warner / Jenny

### **5. Matters Arising**

5.1 Hannah Murdoch: Hannah brought examples of information notices/ boards used in other Council reserves. Plan to putting up information boards on Pony Point track, at bottom of track near Playground. Two information boards proposed for Steadfast. Jenny and Marjorie to bring some examples of notices for Cass Bay for the next meeting.

5.2 Encroachment of Number 8 Cass Bay Place on to reserves space. No further council action so far. Hannah reported the situation is Still on going at the council and Paul Devlin is supporting her in the matter. Enforcement department have been informed and taken some action, but more action needed.

5.2 i, Memorial Plaque event: Noraini, reported that everything went really well. Jenny reported, Park Ranger Simon did a great job of building the stand for the memorial plaque which is well positioned.

Noraini requested that Wheelchair, disable access be established from road parking at Pony Point to the bench seat at the Memorial. Staff will look into it.

5.3 Planting Days: two planting days went really well. Rodney's barbeque was great. Approx 1400 plants went in. Only 40 poa cita and 8 tree fuchsia to go.

5.4 Bunker 10 update: Paul Devlin, says that work will be finished by the end of next week. May be further issues from inspection. 90% of traps, Kayaks, beds ETC. have been recovered from bunker. Warner reminded us that the ditches around the Bunker 10 need to be maintained so water doesn't go on track. Rodney said Council will be attending to this.

5.5 Asphalt drive at Steadfast – potholes to be to be filled by council before it becomes more serious.

5.7 Road crossing, Governors Bay to Steadfast . Tyrone says changes on the road would not happen easily. Trees/greenery still need to be cleared further.

5.7 Landscape plan for Pony Point: We have the money and track will be upgraded. Warner met with Nick Singleton and John Finch to plan upgrades to track: note dead trees, stile upgrade, more steps right at the bottom. many steps need the front boarded. Warner's track will branch off higher than currently and fencing removed and some changes to track route and access. Nick will do a full drawing. Possible easement at end of Mariner Cove for residents to access beach and reserve. Further investigation needed.

5.8 Jenny enquired from Council staff concerning meeting for people who have been exposed to asbestos. To be arranged by Rangers.

5.8 Tri annual plan for Cass Bay Reserves Committee to be presented by Paul and Jenny to Community board Lyttleton meeting on 9<sup>th</sup> Sept for Community Board to endorse.

5.9 Council Work groups team: Poa cita tussock at Pony Point is being cut down by mowers. Care is required. Footpath off the road, between Cass Bay and Corsair Bay needs on-going maintenance by council team. It has been decided this falls in Parks responsibility. Hannah will get message to Council work team.

## **7. Correspondence**

7.1 None presented

## **9. Update from Working Groups**

9.1

## **10. General Business**

10.1 Planting of some tree fuchsia is to be done in the creek by the green tank at Steadfast when the frosts are over. Saturday morning August 31 planting day for Poa Cita possibly at Pony Point.

10.2 Jenny reports we are planting the right trees to attract and sustain birds.

10.3 We need to order our plants for next year soon. Jenny reports we may get some more funding for riparian planting through Whaka Ora.

1500 plants to be ordered. Marjorie and Warner, Jenny to consider which natives. Consult Hugh Wilson information which Hannah will send Jenny.

Planting areas for next year: 1. Below the slip that was planted this year. 2. Plant above the new walkway to summit after the dead poplars have been felled. 3. In the Eucalyptus forest, planting – fire resistant plants will be used. 4. In the broom and gorse on the Eastern side above this year's planting.

- 10.4 Jeremy Webb, asked that we consider the Junior mountain bike track. It's what is wanted by the community and was approved as part of the development plan approved by the Community Board. We need a plan. Josh Merrian would help.
- 10.5 Timber from port company has been delivered. More big stuff would be great. Rodney will organise truck. Jenny to ask for more.
- 10.6 Play ground at beach is being maintained monthly but is looking tired and missing components. It is due to be upgraded in 2025/26 as a priority.
- 10.7 Warner is concerned about the graffiti /Painting on the bunker walls at Steadfast. Can it be removed? Rodney said Council is aware of this issue and will do something. No plan for other bunkers, they will not be restored. Other buildings at Steadfast to be decontaminated and restored

#### Other General Business:

### 11. Next Meeting

October 2<sup>nd</sup> at Community Board meeting room 7.30. (May need to be changed as during the school holidays. TBA)

Meeting finished 9.00.

- **Volunteer Hours:**

June/July	
Jenny Healey-	
▪ Tracy Littlejohn =8 hours.	
▪ Warner Russell 34hrs	
▪ Marjorie Russell 4 hours	



## Okains Bay Reserve Committee Meeting Minutes

### Minutes of the Ordinary Meeting held:

**Date:** Wednesday 21 August 2024

**Time:** 5 pm

**Venue:** Okains Bay Campground Office, Okains Bay

Present: Richard Boleyn (Chairperson), Sharon Henderson (Secretary), Graeme Page, Judy Thacker, Lester Fletcher, Nigel Intemann and Stacey Te Pohue Rose.

Stacey opened the meeting with a karakia.

### In Attendance

Amour-Jane Ryan, Colin Jacka, Delia Walker, Charlotte Holdsworth (Ngai Tahu Senior Environmental Advisor) and Kelly Governor (Ngai Tahu Puna Mahara Programme Leader).

Via Online Teams: Nil.

### 1. Apologies

Wayne Kay, Nick Thacker, Aporini Deer and Asif Hussain.

### 2. Declarations of Interest Nil

### 3. Public Forum Nil

### 4. Confirmation of Minutes

*Moved Stacey/Lester that the Okains Bay Reserve Committee meeting minutes on 17 April 2024 be confirmed. Carried.*

### 5. Matters Arising

5.1 Discussion re: ideas and plans for marae and community hall area including moving Tini Arapata, installing a toilet block, utilising the hall as whare kai, new fence and gate along frontage with carvings and a new entrance to waka shed. Graeme and Stacey to discuss at

Koukourarata runanga meeting on Sunday. It is important to understand the aspirations of runanga and community. Cultural values and aspirations to be addressed and all parties agreed they want to speed up the process.

5.2 Cabin update. Additional quotes will be looked at and it is hoped they will be ready for Show week in early November.

5.3 Work programmes are all ongoing. Bollards will be used around the playground area to prevent camping too close to park. Information signage to inform visitors that the land is owned by Ngai Tahu and managed by CCC will be displayed, power sites to be addressed and will be included in the Management Plan.

5.4 Capital works programme. Discussion re: plans, ongoing.

5.5 Old school management to be tidied up by CCC. It was leased to the Okains Bay Museum for funding purposes for restoration and a discussion will be had with the Museum re: maintenance.

5.6 Community facilities at CCC have been informed of the need for maintenance re: spouting and black mould removal at the community hall.

*Motion by the Board requesting that the CCC Community Facilities Representative attend the next meeting on Wednesday 16 October 2024 with an update re: urgent hall repairs.*

*Moved Graeme/Judy Carried.*

## 6. Health and Safety

6.1 There are concerns the cave at the beach is unsafe and as part of Risk Management Mitigation bollards, ropes and signage will be erected in front of the cave. The cave will be assessed to determine the damage and necessary steps needed to strengthen.

## 7. Correspondence

### Inward

7.1 Apr 18 email from Aaron Leith re: Moving South please direct emails to

fiona.mcquade @ ngaitahu.iwi.nz

7.2 Apr 18 email from Natasha McDonnell re: thanks for Minutes received.

7.3 Apr 30 email from Linda Burkes re: Agenda for BPCB meeting on May 6 2024 in Little River.

7.4 May 14 email from Asif Hussain re: Support for Akaroa & Banks Peninsula Fire Service LTP submission.

7.5 May 15 email from Linda Burkes re: Agenda for BPCB information session at Akaroa on May 20 2024.

7.6 May 17 email from Natasha McDonnell re: staff change in BP Governance Advisor role.

7.7 May 30 email from Asif Hussain re: SH75 speed limit survey and a Youth Development funding opportunity.

7.8 Jun 6 email from Adrienne Hess re: BPCB Agenda for meeting on June 10 2024.

7.9 Jun 13 email from Wayne Kay re: Apology for upcoming Okains Bay RC meeting.

7.10 Jun 17 email from Stacey Te Pohue Rose re: change of email address.

7.11 Jun 18 email from Judy Thacker re: meeting quorum.

7.12 Jun 18 emails from Aporini Deer and Stacey Te Pohue Rose re: will be attending the meeting and Asif Hussain, Lester Fletcher and Nick Thacker sent apologies.

7.13 Jun 19 email from Heather Sprenkly re: BP information session and livestream.

7.14 Jul 3 email from Heather Sprenkly re: Agenda BPCB meeting on July 8 2024.

7.15 Jul 16 email from Heather Sprenkly re: Agenda BPCB meeting on July 22 2024.

7.16 Jul 31 email from Asif Hussain re: Akaroa community strengths and needs. FTA..

7.17 Aug 8 email from Heather Sprenkly re: Agenda BPCB meeting on August 12 2024.

7.18 Aug 14 email from Wayne Kay re: Apology for upcoming meeting and Nick Thacker to Chair. Also a reminder to send out Minutes and Agenda for meeting on August 21 2024.

#### Outward

7.1 Apr 18 email to all members and representatives of Okains Bay RC and Banks Peninsula re: Minutes of Meeting held on April 17 2024.

7.2 Jun 14 email to all re: Copy of Minutes for upcoming meeting on June 19 2024.

7.3 Jun 19 email to all re: query to reach quorum for meeting.

7.4 email to all re: Okains Bay RC June meeting cancelled.

7.5 Jun 25 email to Banks Peninsula re: Okains Bay RC June meeting cancelled.

7.6 email to all re: Akaroa community strengths and needs.

#### **8. Staff Financial/Operational Report as tabled**

8.1 Financial reports will be presented twice a year, one after the busy season and one at



the end of the financial year.

#### 9. Update from Working Groups

Koukourarata and Ngai Tahu to work on runanga plan.

#### 10. General Business

10.1 Motion that the information notice board be moved closer to the front of the campground office.

*Moved Stacey/Richard Carried.*

10.2 Lease on Sefton's Park paddock discussed.

10.3 Caravans were supposed to be cleared from the campground at the end of the season but there are still three caravans that have not been moved. Steps will be taken to have them removed and they will no longer be welcomed.

10.4 Trees behind flying fox and through to the back of river ablution block are still to be removed and another 1,000 young trees are to be pulled out next. Some big macrocarpa trees need to be removed so an arborist will be called to assess them. The landscape plan includes the eradication of pine trees.

10.5 Spraying plan through the campground to kill twitch, gorse and other weeds to improve growth for native plantings.

#### 11. Next Meeting

The next Okains Bay Reserve Committee meeting will be on Wednesday 16 October 2024 at 5 pm in the Okains Bay Campground Office, Okains Bay.

Stacey closed the meeting with a karakia.

**The meeting closed at 6.20 pm.**

## Duvauchelle Reserve Committee MEETING MINUTES

### Minutes of the Ordinary Meeting held:

**Date:** Monday 19 August 2024  
**Time:** 5.30pm  
**Venue:** Duvauchelle Community Centre

**Present:** Chair acting Geoff Carter  
Committee Jacque McAndrew, Ian Whenmouth, Bruce Watts  
**In Attendance:** CCC Representative Nil  
BPCB Representative Nil  
Managers Nil  
Visitors Nil

1. **Apologies** Fiona Barnes, Tracy MacLeod, Colin Jacka  
Moved: Ian Seconded: Jacque Carried.
2. **Declarations of Interest** Nil
3. **Public Forum** Nil
4. **Confirmation of Minutes**  
**Motion:** That the minutes of the previous meeting held on 15 July 2024 be confirmed.  
Moved: Ian Seconded: Geoff Carried.
5. **Matters Arising** Nil
6. **Health and Safety** Nil
7. **Correspondence**  
**Inward:** Errol O'Daniels - relinquishment of site 75 (Ian to respond)  
**Outward:** Secretary - letter to all Annual Site Holders (via Tracy)  
Corina Richmond - dispensation approval  
**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 July 2024 was not available at this meeting.  
Moved: Seconded:
9. **Update from Working Groups**

### Manager's Report

Fiona and Owen have trimmed the trees in the campground.  
Roger has quoted for the privacy walls for the top female shower block. (If the door is kept shut there is not a problem!)

The camp laundry has a new commercial washing from Spencer Park which is working well.  
The terracoat in the Kitchen and men's bathroom is completed, and is now curing.  
Casual staff have been arranged to cover the reduced services while Tracy and Kylee are on leave. All Annual Site Holders have been advised.  
CCC now require tradesmen to complete a Health & Safety course each year at their own expense (about \$300.00). Some of our tradies have said they are not interested in doing this, which could have severe

ramifications for us in case of emergencies both during regular and evening/weekend hours. This Committee strongly disagrees with this CCC requirement.

Beattie Air have serviced all the air-conditioning units. The two in the kitchen are over 15 years old and need replacing probably over the summer months, and the one in the house was installed in 2010 and needs attention as the fans have stopped working. They will send through quotes for both jobs.

**CCC Rep Report** Nil

**10. General Business**

Geoff: Head of The Bays had a clean-up at and removed two swallow's nests.

Some of the hall chairs are broken and need removing.

The excess crockery will be cleared out.

Also suggested that we have another look at Fiona's draft for our reserve management plan.

Jacque: The bushes by the water tanks have not been attended to.

Bruce: RESERVES ACT 177

INSTRUMENT OF DELEGATION FOR TERRITORIAL AUTHORITIES

Tabled for discussion at the next meeting to help form our submission to the November meeting of the BPCB.

Meeting closed at 6.10 pm

**11. Next Meeting: Duvauchelle Community Centre at 5.30pm on Monday 16 September 2024**

**Allandale Reserve Management Committee Meeting  
Thursday 13<sup>th</sup> April 2023 in Otoromiro Hotel at 7 p.m.**

**Present :** Graham Barrell (Chair), Kate Bould, Martyn Stanley, Howard Needham (Community Board), Jan Millar (minutes), Karen Banwell, Grania Ormond, Susan Hodge and Dennis Aldridge (arrived late).

**Apologies :** Jeanette Stanley

**Moved MS   Seconded KB   Carried**

**Previous meeting - triennial meeting** (25 January 2023): Election of new committee members

**Business:** KB and GB had recently attended the Community Board meeting to present the committee's stance on the current state of Allandale Hall. They outlined the local residents' support of this unique and popular facility within their community. It is extremely well placed for events as it is situated away from local properties with amazing views of the harbour which has become a sought after wedding venue for locals but also from the wider Christchurch area. The current situation is that the floor is damp and there are a few areas that are now a liability for users of the hall, as the flooring could collapse under pressure of feet and so as a committee we have taken the position of cancelling some previously booked events and are taking no further bookings. The ARMC is requesting a way forward requiring a detailed analysis of the current problem, the overall cost and timeframe to secure the ongoing upkeep and maintenance of this community asset. A response has been asked for from Paul McKeefry (Community Facilities Specialist, CCC). Recently a fungal spore count was taken but the result has not been made available to date.

Discussion within the committee has raised some potential solutions. One being to hand the Reserve and Hall back to the Council for them to manage these ongoing issues. This was felt not to be in the best interests of the community. Therefore we need to continue to negotiate with council for a way forward. It was noted that a concrete block was added to the rear of the hall in the 1970's without adequate drainage which is exacerbating existing dampness as well as the obvious low lying area and rising sea level.

GO and KB had recently asked a work colleague to give a brief summation of the current state of the Hall floor.

The damp meter readings were not as bad as originally thought.

A reading of 18% at the end away from the stage and this is where the floor was spongy and soft. The floor here is cupped and delaminated due to moisture. The stage end of the hall had a reading of 13% which is considered within a normal range. GO has a written summary and an estimate of \$65,000 for repair of floor and sub floor.

A question was raised whether the hall had Tsunami insurance during the 2010 tsunami. No claim was made.

**Question** – Does the committee wish to maintain control of the Hall? All agreed this was the preferred option.

The committee still needs resolution regarding the operational oversight of the day-to-day running of the hall including bookings, cleaning, day-to-day running and finances. We would therefore like to maintain the *status quo* however this would differ from the template CCC are requiring from other RMCs.

**Motion** This committee strongly advocates that CCC considers the urgent repair of Allandale Hall as a fit for purpose building for use of the wider Christchurch community.

Moved JM.      Seconded KB.      Carried

**Motion** This committee wishes to continue with its role in current operational administration of Allandale Hall.

Moved KB.      Seconded MS.      Carried

#### Other business

Susan Hodge to sign forms for bank account access.

Meeting closed - 7.40 p.m.

**Allandale Reserve Management Committee Meeting  
Thursday 13<sup>th</sup> September 2023 in Otoromiro Hotel at 7p.m.**

**Present:**

Graham Barrell (Chair), Kate Bould, Martyn Stanley, Jan Millar (Minutes), Grania Ormond and Denis Aldridge

**Apologies:** Janette Stanley and Karen Banwell      **Moved KB    Seconded DA    Carried**

**List of actions:**

**20/09/2022** – a summary of points raised at the informal meeting at the Hall was collated by Andrea Wilde (thanks to her) and placed on the record.

**27/10/2022** – notes from Jeanette Stanley (JS) placed on record as an accurate summary of the meeting with Paul McKeefry (CCC, Community Facilities Specialist) about high fungal spore counts in the Hall and the need to warn (and limit) Hall use.

**25/01/2023** – the Committee was alerted about the unsafe condition of the floor by JS. It was decided that the Hall should not be available to the general public and its use restricted. A report on the state of the Hall flooring was received from Swinnard Wooden Floors (who are thanked) and placed on the record.

**14/03/2023** – the role and duties of the Community Coordinator were drawn up and advertised.

**20/03/2023** – correspondence received from Tyrone Fields (Chair, Banks Peninsula Community Board) reporting that he had conveyed concerns about the hall to Paul McKeefry.

The current state of Allandale Hall was discussed at the Community Board however we do not have a record of that discussion. GB to request minutes of the meeting so that they can be filed and archived to complete the record.

**15/06/2023** – onsite meeting with Matthew Pratt (CCC, Community Facilities and Activation Manager) took place. Andrea Wilde summarised this (thanks again) and this document is now on the record.

**10/07/2023** – An unsatisfactory level of *E. coli* was detected in the water supply for Allandale Hall. As a consequence, the water has been turned off, the tank drained, and the Hall closed until further notice. There has been no communication since then.

**23/07/2023** – communication received from resident David Bundy expressing very positive feedback and history of the Hall from his perspective. Placed on the record.

**14/08/2023** – An Induction meeting for reserve management committee members was held in Lyttelton and was attended by KAB and GB. At this it was recommended that activities of committees should be more formal and they should maintain better record keeping. There needs to be an Annual Plan drawn up. To assist with this there is a template on the CCC website. The last plan recorded for Allandale was approximately 20 years ago.

There are a number of unnamed reserves around Governors Bay and CCC is receiving submissions on 3 of these regarding their name. (As a matter of interest Allandale Reserve used to be called Governors Bay Reserve.) It may be appropriate that future oversight of these reserves is allocated to the Allandale committee to expand its governance roles in this region.

**Any other business:**

Governors Bay Fete (15/10/2023) – no water on site. GB to follow up with CCC

**Meeting closed** at 7.45 p.m.

## Minutes Allandale Reserve Management Committee

7:00pm Wednesday 27<sup>th</sup> March 2024, Otorimiro Hotel, Governors Bay

Present: Graham Barrell (GB), Grania Ormond (GO), Martyn Stanley (MS), Karen Banwell (KB), Denis Aldridge (DA).

Apologies: Karen Bellamy, Jan Millar, Jeanette Stanley.

Moved: MS, Seconded: DA, Carried.

Minutes of 13 September 2013

Moved as True and Correct: DA, Seconded MS, Carried

Minutes of meetings held: 17<sup>th</sup> August 2022, 25<sup>th</sup> January 2023, 13<sup>th</sup> April 2023.

Moved by the Chair GB as True and Correct, Carried by all.

Follow up from onsite meeting held at Allandale Hall, 1:00pm 22<sup>nd</sup> March 24.

GB to call a meeting of Penelope Goldstone, Joan Blatchford and Andrea Wild and any others present at 22<sup>nd</sup> March meeting who are interested in attending to take to next stage some of the issues raised on the 22<sup>nd</sup> and to reemphasise community concern regarding the demise of the hall.

Discuss with Penelope Goldstone any recourse regarding CCC culpability in hall ventilation and drainage issues.

Clarify the case of monies spent to date in repairing and refurbishing the hall post-earthquakes. Local recollection is it is closer to \$1m than \$500k.

Major repairs Post EQ: In vicinity of \$850, 000. Since then, upgrade of sewerage system, Reroofed, and upgrade of playground area. ARMC paid for deck at \$17k

GB to seek the plans used for hall reconstruction from Andrea Wild.

GB will write to Mathew Pratt from CCC thanking him for his attendance at 22<sup>nd</sup> March meeting. Make a few other points.

CCC Long Term Plan discussion:

Usage of the domain is now predominantly passive recreation rather than organized sport which is a significant change from historical usage.

GB to approach Jeanette Stanley seeking a record of usage since the reconstruction.

Meeting Closed: 7:38pm

:



## Allandale Reserve Committee

### Meeting June 19, 2024, 1900 at the Governors Bay Pub

**Present:** Graham Barrell, Kerry Turner, Reg Matthews, Andrea Wild, Martin Stanley, Jan Millar and Karen Banwell

**Apologies:** Grania Ormond, Jeanette Stanley and Karen Bellamy.

Discussion on new membership. Move from the Chair to coop new members Kerry Turner and Reg Matthews to the committee. Agreed and carried.

Allandale Hall – closed by CCC due to high fungal spore count, floor subsidence issues and E coli in the drinking water. Matt Pratt said they could fix the water. In the meantime the Coastal Hazards STAG have proposed to close the hall permanently. Matt wouldn't decide until CCC makes the decision later this year. The solution maybe we need to appeal to the Community Board.

The Community Board has Better Off Funding that could be used for improvements for facilities. The Board agreed. July 8<sup>th</sup> staff report to the CB outlining the costs to which facilities needed extra money. Allandale is not on the preferred staff report so we will need to do a deputation to the CB to discuss the community view to try and continue hall use until water levels become an issue from sea level rise.

Graham and Jan will present to the CB on behalf of the Allandale RMC. Graham on the value of the hall (RMC) and Jan on the community use and value of the hall on behalf of the GBCA.

The UV filter that cleans the water to the drinking fountain and the toilet has been fixed. Staff are testing tomorrow to make sure both are working to meet public health standards. If all working then the water to the hall should be OK too if comes back clear.

**Action** - Graham to call Lynn Leslie Chair of the CB to be in favour of the continued use of the Allandale Hall, the cost of managing the hall over the years will be minimal and stable.

Reserve Committee – Andrea explained how we can combine all areas within Governors Bay to bring together broader environmental actions so we are linked and managed as a single area.

**Motion** - undertake to investigate to manage reserves and Red Zone around GB and surrounding area. Moved by Jan Millar and seconded by Martin Stanley.

Kerry gave an update on what he is doing with the Red Zone land above Crystalwood Lane, he has spoken to CCC staff who has mapped out paths for Kerry to put in to help work in the area.

**Action** - Hannah Murdoch Community Partnership Ranger – for Allandale we need to contact her to do triennial plan for the reserve.

The meeting closed at 7.55



8. Akaroa Museum Advisory Committee Meeting Minutes

Reference Te Tohutoro: 24/1464531  
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

Akaroa Museum Advisory Committee Minutes have been received:


Name	Subject
Akaroa Museum Advisory Committee Unconfirmed Meeting Minutes	21 August 2024

2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

- 1. Receives the minutes of the Akaroa Museum Advisory Committee:
  - a. Akaroa Museum Advisory Committee Unconfirmed Minutes 21 August 2024

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Akaroa Museum Advisory Committee Meeting Minutes 21 August 2024	24/1473942	60



## Akaroa Museum Advisory Committee OPEN MINUTES

<b>Date:</b>	<b>Wednesday 21 August 2024</b>
<b>Time:</b>	<b>2pm</b>
<b>Venue:</b>	<b>Akaroa Boardroom, 78 Rue Lavaud Akaroa</b>
<b>Present</b>	
Chairperson	Pam Richardson - Community Representative
Members	Graeme Curry - Friends of the Museum (FOAM) Diana Stronach - Friends of the Museum (FOAM)
Staff	Lynda Wallace – Director Akaroa Museum

Linda Burkes  
Banks Peninsula Governance Advisor  
941 8138  
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Akaroa Museum Advisory Committee  
21 August 2024



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

**Karakia Tīmatanga:**

The agenda was dealt with in the following order.

**1. Apologies Ngā Whakapāha**

**Part C**  
**Committee Resolved AMA/2024/00009**

That the apologies received from Nigel Harrison and Asif Hussain be accepted.  
Pam Richardson/Graeme Curry

**Carried**

**2. Declarations of Interest Ngā Whakapuaki Aronga**

**Part B**  
There were no declarations of interest recorded.

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

**Part C**  
**Committee Resolved AMA/2024/00010**

That the minutes of the Akaroa Museum Advisory Committee meeting held on Wednesday, 15 May 2024 be confirmed.  
Pam Richardson/Diana Stronach

**Carried**

**4. Deputations by Appointment Ngā Huinga Whakaritenga**

**Part B**  
There were no deputations by appointment.

**5. Friends of Akaroa Museum (FOAM) - Presidents Update**

The Committee heard that the Friends of Akaroa Museum is now registered under the Incorporated Societies Act 2022.

**Officer Recommendations**

That the Akaroa Museum Advisory Committee:

1. Receive the information in the correspondence report Friends of Akaroa Museum (FOAM) – Presidents Update dated 21 August 2024

**Akaroa Museum Advisory Committee  
21 August 2024**



**Committee Resolved AMA/2024/00011**

That the Akaroa Museum Advisory Committee:

1. Receives the information in the correspondence report Friends of Akaroa Museum (FOAM) – Presidents Update dated 21 August 2024
2. Notes that FOAM is now an Incorporated Society under the Incorporated Societies Act 2022.

Graeme Curry/Diana Stronach

**Carried**

**6. Akaroa Museum Director's Update to Akaroa Museum Advisory Committee**

The Committee heard about the effect the Covid lock-down had on visitor numbers to the Akaroa Museum, that numbers are now increasing to pre-covid levels, and discussed ways in which they could encourage local people to visit the Takapūneke Exhibition.

**Officer Recommendations**

That the Akaroa Museum Advisory Committee:

1. Receive the information in the Akaroa Museum Director's Update to Akaroa Museum Advisory Committee Report.

**Committee Resolved AMA/2024/00012**

That the Akaroa Museum Advisory Committee:

1. Receives the information in the Akaroa Museum Director's Update to Akaroa Museum Advisory Committee Report.
2. Acknowledges that the reported reduction in visitor numbers from 2020 to 2022 was a result of the Covid lock-down and that the Museum has met or exceeded all their levels of service targets for 2023/24.
3. Agrees for the Chairperson to write a letter to the Editor of the Akaroa Mail and the Bay Harbour News newspapers to encourage visitors to the Takapūneke Exhibition, which will run until November 2024, and to seek other promotional opportunities.

Pam Richardson/Diana Stronach

**Carried**

**7. Akaroa Museum Policy Review**

The Committee discussed the need for accessible information and agreed to include, in the Akaroa Museum Research and Access Policy, details about where to find information.

**Officer Recommendations**

That the Akaroa Museum Advisory Committee:

1. Review the Akaroa Museum Acquisitions and Disposals Policy, confirm updates and endorse.
2. Review the Akaroa Museum Research and Access Policy, confirm updates and endorse.

**Akaroa Museum Advisory Committee**  
**21 August 2024**



**Committee Resolved AMA/2024/00013**

That the Akaroa Museum Advisory Committee:

1. Endorses the Akaroa Museum Acquisitions and Disposals Policy 2024.
2. Endorses the Akaroa Museum Research and Access Policy 2024, subject to inclusion of:
  - Reference to the location of Council Fees and Charges under paragraph 3.5, Fees and Charges.
  - Reference to the location for the Museums 'Guidelines for Researchers', under Section 5.

Diana Stronach/Graeme Curry

**Carried**

**8. Committee Members' Exchange of Information Te Whakawhiti Kōrero a ngā Mema Komiti**

**Part B**

Members shared the following information:

- FOAM now has an official reviewer, as under the new constitution an auditor is not required.
- Author Michael Lee will be speaking to the community on Saturday 31 August at 4pm at the Akaroa Boat Sheds about 'Scientific Ventures in the Pacific – The contribution of French explorers to Aotearoa's natural history.'
- Concerns were expressed about the lack of interest from the younger community in becoming involved with local meetings and initiatives. The younger community needs encouragement to get involved with a range of activities in our Community.

**Karakia Whakakapi:**

**Meeting concluded at 3.07pm.**

**CONFIRMED THIS 20<sup>th</sup> DAY OF NOVEMBER 2024**

**PAM RICHARDSON**  
**CHAIRPERSON**



## 9. Te Pātaka o Rākaihautū Banks Peninsula Community Board Plan Monitoring

Reference Te Tohutoro: 24/1499557

Responsible Officer(s) Te  
Pou Matua: Lyn Leslie, Chairperson

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

### 1. Purpose of Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is to report on the progress made towards achieving the objectives of Te Pātaka o Rākaihautū Banks Peninsula Community Board Plan 2022-2025 during the period of October 2022 to August 2024.
- 1.2 The three-year Community Board Plan articulates the Board's vision and priorities for the local community. It guides the Board's decisions on local activities, projects and facilities and its advocacy on behalf of its communities.

### 2. Chairperson's Recommendations

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in Te Pātaka o Rākaihautū Banks Peninsula Community Board Plan Monitoring Report.
2. Set aside time for a workshop to prioritise areas of focus for the remainder of the term.

### 3. Detail Te Whakamahuki

- 3.1 As the Community Board Chairperson, I am looking forward to seeing the results of the monitoring report to clearly see the areas the Board has been making good progress on. It will be helpful to see areas where we need to make progress and the report will help us identify priorities as we move forward.

### 4. Background/Context Te Horopaki

- 4.1 The three-year Community Board Plan articulates the Board's vision and priorities for the local community.
- 4.2 Elected members have each taken on the role of "champion" of one or more of the priorities listed in the Board Plan (**Attachment A**). The role of the champion is to monitor progress on this priority area and ensure the board maintains a focus on the actions required to move forward with this.
- 4.3 The Community Board Plan monitoring document (**Attachment B**) outlines the priorities, measures of success, and actions that have been achieved.
- 4.4 For ease of comprehension, the Community Board Plan monitoring document has been synthesised and collated into graphs (**Attachment C**). These graphs illustrate the actions taken within each priority, and then additionally compares the total actions taken between each priority.









Signatories Ngā Kaiwaitohu

Author                    Lyn Leslie, Chairperson

Approved By            Lyn Leslie - Chairperson of Te Pātaka o Rākaihautū Banks Peninsula Community Board

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Te Pātaka o Rākaihautū Banks Peninsula Community Board 2022- 2025 Priority Champions	24/1500374	67
B  	Te Pātaka o Rākaihautū Banks Peninsula Community Board Plan Monitoring 2022-2025	23/617823	68
C  	Te Pātaka o Rākaihautū Banks Peninsula Community Board Plan Monitoring Graphs - September 2024	24/1434979	83

## Implementation Plan & Champions

Elected Member	Championed Priority
Lyn Leslie	Priority C - Protect and Enhance Biodiversity on Banks Peninsula. Priority D - Improve Infrastructure to Support Community Resilience.
Nigel Harrison	Priority B - Tourism Opportunities are Balanced with Social, Cultural, Economic and Environmental Values. Priority G - Work with all Relevant Parties to Support Healthy Harbours and Bays. Priority I - Support Community-Based Solutions for Currently Unused Significant Council-owned Sites.
Tyrone Fields	Priority A – Proactive Planning for Climate Change. Priority H - All Elements of Te Nukutai o Tapoa – Naval Point are progressed (off-shore, on-shore and the recreation ground). Priority I - Support Community-Based Solutions for Currently Unused Significant Council-owned Sites.
Reuben Davidson	Priority B - Tourism Opportunities are Balanced with Social, Cultural, Economic and Environmental Values.
Cathy Lum-Webb	Priority C - Protect and Enhance Biodiversity on Banks Peninsula. Priority E - Good Social and Physical Connections for our Communities. Priority F - Assist the Community to Tackle the Issues Caused by Anti-Social Road Users. Priority G - Work with all Relevant Parties to Support Healthy Harbours and Bays.
Luana Swindells	Priority E - Good Social and Physical Connections for our Communities. Priority F - Assist the Community to Tackle the Issues Caused by Anti-Social Road Users. Priority I - Support Community-Based Solutions for Currently Unused Significant Council-owned Sites.
Howard Needham	Priority I - Support Community-Based Solutions for Currently Unused Significant Council-owned Sites.
Asif Hussain	Priority D - Improve Infrastructure to Support Community Resilience.

**Attachment A**

**Item 13**

**Attachment A**

**Item 9**

Te Pātaka o Rākaihautū/Banks Peninsula Community Board Plan 2022-25 – Monitoring

28 October to 31 December 2022  
1 January to 31 July 2023  
1 August to 31 December 2023  
1 January to 31 July 2024

1 August to 31 December 2024  
1 January to 31 July 2025  
1 August 2025 -

Vision Statement		
What the Board will do	Measures of Success	Progress to date/actions taken
We are committed to upholding Te Tiriti o Waitangi by engaging well with papatipu rūnanga and holding Te Ao Māori values at the core of our decision making.		<p>22 July 2024 – The Board held a public information session to hear about a proposal to return a Council owned property at 177 Purau Avenue to Te Hapū o Ngāti Wheke, which preceded a report to the Board's 12 August decision meeting seeking approval and recommendations for consultation and associated Council decisions.</p> <p>12 August 2024 – Approved a community engagement process to progress the proposed transfer of 177 Purau Avenue to Te Hapū o Ngāti Wheke and heard 5 deputations from members of our community in respect to the report.</p>
The views, interests, needs and aspirations of residents are effectively represented.		<p>10 June 2024 – Public Forum from Governors Bay Resident highlighting the need for an additional layer of communications regarding road works in Banks Peninsula due to the limited and lengthy detour routes available during road work closures. Staff Advice requested.</p> <p>12 August 2024 – Received a deputation from Akaroa Golf Club regarding their proposed agreement to lease part of the Duvauchelle Showgrounds.</p>
We have an open and transparent decision-making process that residents can understand and engage in.		<p>20 May 2024 – Held a public information session about the Duvauchelle and Akaroa Wastewater Scheme.</p> <p>10 June 2024 – Received correspondence from the Akaroa and Bays Forum regarding concerns about the Akaroa Wastewater Scheme.</p> <p>8 July 2024 – Held an open information session providing options for Yew Cottage, Akaroa.</p> <p>August 2024 – Elected members helped facilitate a possible option for the removal and restoration of Yew Cottage to private ownership.</p>
Our focus is to enhance environmental, cultural, social and economic wellbeing.		<p>12 August 2024 – Approved a proposed agreement for Akaroa Golf Club to lease part of Duvauchelle Showgrounds and the associated draft development plan for the golf course.</p>

Priority A: Proactive Planning for Climate Change			Champion: Tyrone Fields
What the Board will do	Measures of Success	Progress to date/actions taken	
A General		July 2024 – The Board submitted on the Council’s Long Term Plan 2024-34 requesting additional funding to support Civil Defence Emergency Management for upgrading communication options in Te Pātaka o Rākaihautū Banks Peninsula remote communities. The Council Long Term Plan 2024-34 has allocated \$2.459million towards improving Civic Defence Emergency Management services for the city and Banks Peninsula.	
A1 – Encourage and support community-led resilience planning, including the identification of hazards and risks	<ul style="list-style-type: none"><li>Resilience plans are completed for at least four settlements across Banks Peninsula with others underway. <i>Lyttelton, Birdlings, Akaroa, Little River, Camp Bay to Governors Bay. Whakaraupō Emergency Hubs Network.</i></li></ul>	<p>13 February 2023 – the Board agreed to seek staff advice on the Council’s proposal to repair the main Rāpaki water pipe to prevent leaking and to query whether the fibre cable can be repositioned to mitigate damage.</p> <p>8 May 2023 - Approve a temporary water reservoir to be located and constructed within that part of the reserve identified in the report on the meeting agenda to enable the upgrade of the Akaroa water supply.</p> <p>30 June 2023 - Lyttelton – Project Lyttelton (PL), Council staff (CDEM and Community Governance Staff) have had exploratory conversations regarding development of a local plan. PL addressed the Board at a community Forum early 2023, provided an overview for the Lyttelton Harbour Network (May); has undertaken a review of current extant documents; and had discussions with community stakeholders; with a meeting bringing parties together scheduled for 6 July 2023.</p> <p>Akaroa – Planning meetings (a handful of community members, Council Staff, a Board member) for an Akaroa and Bays response have taken place in June 2023. A public meeting is scheduled for 12 August.</p> <p>Little River – A Community Resilience Planning meeting will be held on September 26 in Little River with the aim of developing a Community Emergency Management Plan and setting up a Community Emergency Hub.</p> <p>August 2023 - Emergency Hubs Collective meeting held in Lyttelton bringing together interested parties from across the Peninsula. Coordinated by Project Lyttelton, it was attended by representatives from Akaroa, Diamond Harbour, Governors Bay, Cass Bay and Lyttelton.</p> <p>September 2023 – Camp Bay to Governors Bay Community Emergency Resilience Plan and Community Response Hub inaugural meeting held involving representatives from all residents and community associations in the area.</p> <p>October 2023 – Training by CDEM staff for Lyttelton locals who would help staff the Lyttelton Emergency Hub.</p> <p>6 November 2023 – Approves a grant of \$20,000 from its Better-Off Fund to the Banks Peninsula Community Governance Team for Flood Mitigation – Scoping.</p> <p>12 February 2024 – Approves a grant of \$4000 from its 2023/24 Discretionary Response Fund to Te Ahu Pātiki Charitable Trust towards the Fire Risk Analysis Report.</p> <p>Feb 2024 – Facilitated request from Lyttelton Emergency Hub to meet with the Community Board to provide an update on progress by connecting them with Community Board Adviser.</p> <p>Feb 2024 - Whakaraupō Emergency Hubs Network met on 14<sup>th</sup> February at Rāpaki Marae. Discussion included: Communications in an emergency, interest in developing an Emergency App, updates from each of the Hubs/settlements, low flammability planting.</p> <p>Feb 2024 – Lyttelton Emergency Hub (LEH) updated their local elected member (Cathy Lum-Webb) about the planning work they have undertaken, including meetings held with most local emergency service providers, as well as CCC CDEM Team, LPC and ECAN. They now have a group of 10 volunteers signed up and are doing training to be able to staff the Hub. They have staged a preliminary practice exercise, coordinated by CDEM, and have submitted the Operational Plan for LEH to CDEM for inclusion in the Canterbury wide Hubs database. The Recreation Centre has been confirmed as the primary “pop-up” space for the LEH, supported by both 40 Winchester Street, and the primary school as needed. LEH have met with other local Emergency Hub providers (Cashmere and Sumner) and included them in the Whakaraupō Emergency Hubs collective, which has now met 4 or 5 times. Identified what is needed in an emergency kit and progressing that. Considering how to help each other if one Whakaraupo Hub becomes non-operational during an emergency.</p>	

Priority A: Proactive Planning for Climate Change			Champion: Tyrone Fields
What the Board will do	Measures of Success	Progress to date/actions taken	
A1 Continued		<p>11 March 2024 – Public Forum from Lyttelton Energy Transition Society – Banks Peninsula.</p> <p>21 March 2024 – First of a series of Community Conversations around emergencies and being prepared for them, organised by Lyttelton Emergency Hub, on “Earthquakes and the Alpine Fault”.</p> <p>April 2024 – Meeting held between Council Staff, a Board Member, CDEM and Key Response Plan leaders for Akaroa and the Bays to revisit roles of each party in plan development and discuss planning challenges.</p> <p>23 April – Lyttelton Emergency Hub coordinated Community Conversation held on the topic of Wildfires.</p> <p>6 May 2024 - Approves a grant of \$1,200 from its 2023/24 Discretionary Response Fund to Lyttelton Transition Energy Society Inc. towards establishment costs and community energy workshops.</p> <p>16 May 2024– Lyttelton Emergency Hub coordinated Community Conversation held on the topic of Emergency management and personal preparation</p> <p>10 June 2024 – Public Forum from Lyttelton Community Response Hub, who the Board supported with funding for 'Be Prepared' flyers.</p> <p>13 June 2024 – Lyttelton Emergency Hub coordinated Community Conversation held on the topic of Tsunami.</p> <p>25 June 2024 – Lyttelton Emergency Hub coordinated Community Conversation held on the topic of Flooding and adverse weather events.</p> <p>June 2024 – Lyttelton Emergency Hub delivered Emergency preparedness fliers (funded by the Community Board) to every home in Lyttelton, Corsair Bay and Cass Bay.</p> <p>June 2024 – Birdlings Flat Community Response Plan completed, Community Hub established and equipment purchased. Public meeting with FENZ and community CPR and Defibrillator training completed.</p>	
A2 – Encourage the use of ecological initiatives to mitigate natural hazards where appropriate	<ul style="list-style-type: none"><li>Local groups and organisations involved in ecological initiatives are supported through grants and other mechanisms as appropriate.</li></ul>	<p>12 December 2022 – 15 Reserve Committees re-established by the new Board for the triennium. New Terms of Reference developed.</p> <p>Reserve Committee elections undertaken. Resulting committees supported by elected member liaison, and staff input (Board liaison, Parks, Community Governance, Activities and Events, Legal, Licensing)</p> <p>10 June 2024 - Public Forum from Lyttelton Community Reserves Conservation Award Team presenting the report they commissioned about the botanicals of Whakaraupō.</p>	

Priority A: Proactive Planning for Climate Change			Champion: Tyrone Fields
What the Board will do	Measures of Success	Progress to date/actions taken	
A3 – Identify the many opportunities for native planting and ecological restoration, partnering with others to achieve. Initiatives should focus on planting native tress rather than exotics such as pines.		<p>8 May 2023 - Approve the removal of up to 18 trees within L’aube Hill Reserve to enable the construction of water supply tanks within the water treatment plant (intended to have number of trees doubled and replanted)</p> <p>11 December 2023 – Accepts and supports the Garden of Tane Reserve Committee Triennial Plan.</p> <p>6 May 2024 – Accepts and supports the Awa-iti Reserve Committee Triennial Plan.</p> <p>10 June 2024 – Accepts and supports the Lyttelton Reserves Committee Urumau Reserve Triennial Plan, understanding that a second plan specifically for Whakaraupō Reserve will be forthcoming.</p> <p>July 2024 – The Board submitted on the Council’s Long Term Plan 2024-34 with the concern that there appears to be nil funding for the Board’s Reserve Committees. The Board has been advised that \$256,000 for funding of 15 Reserve Committees through to 2025/26, with the possibility of substituting budget from the Port Hills and Banks Peninsula New Development programme to extend it further.</p> <p>July 2024 – The Board submitted on the Council’s Long Term Plan 2024-34 requesting the completion of Te Pātaka o Rākaihautū Banks Peninsula Reserves Management Plan. The Board has been advised that over the new ten years the Council are committed to complete Te Pātaka o Rākaihautū Banks Peninsula Reserves Management Plan.</p> <p>12 August 2024 – Accepts and supports the Diamond Harbour Reserve Committee Triennial Plan and endorses the Reserve Schedule.</p> <p>12 August 2024 – Heard a deputation from a community member in respect to the Diamond Harbour Reserve Schedule, in particular the aspirational list of land it wants to co-manage in the future.</p> <p>12 August 2024 - Accepts and supports the Le Bons Bay Reserve Committee Triennial Plan and endorses the Reserve Schedule.</p>	
A4 – Provide letters of support and advocate for private landowners wanting to fence off and protect land for new and regenerating native forest.	<ul style="list-style-type: none"><li>Landowners are supported in their efforts to fence off land for natural regeneration of forest with assistance as requested.</li></ul>		
A5 – Actively engage in the Coastal Hazards Adaptation Plan process to support those communities most affected by sea level rise. Advocate that climate change adaptation and resilience planning includes climate mitigation measures, so that adaptation activities do not contribute to climate change.	<ul style="list-style-type: none"><li>Adaptation plans will be developed, with community involvement, for the most at-risk communities in the Whakaraupō/Port Levy area to help prepare for the effects of coastal hazards on our communities, infrastructure and environment. These adaptation plans will not include anything that contributes negatively to climate change.</li></ul>	<p>October 2023 - The Coastal Panel has developed adaptation options for each of the 6 priority areas and each asset within that area (e.g. Allandale as a whole, the Allandale Hall, the main road, the reserve, the landfill and the foreshore track).The current engagement, which opened on 13<sup>th</sup> October for 6 weeks, is to test these different pathways for the area as a whole and for individual Council-owned assts within the area. There are no costings associated with different pathways at this stage, no triggers for when you might move from one option to another identified yet and no timeframes around any of this at the moment. Feedback from the engagement will guide staff what to work up further and investigate. The team have been out to the Governors Bay Fete and the Orton Bradley Spring Fair. They will also do webinars on each of the priority areas.</p> <p>22 July 2024 – Held a public information session providing an update on the development of the draft Adaptation Plan for Whakaraupō Lyttelton and Koukourarata Port Levy.</p> <p>July 2024 – The Board submitted on the Council’s Long Term Plan 2024-34 agreeing to bring forward climate change adaptation proposal/projects. The Council Long Term Plan 2024-34 has brought forward \$1.8million in operational funding to accelerate the Coastal Adaptation Planning programme, boost community preparedness and set up a Climate Resilience Fund.</p>	

Priority A: Proactive Planning for Climate Change			Champion: Tyrone Fields
What the Board will do	Measures of Success	Progress to date/actions taken	
A6 – We will bring together key stakeholders (Reserve committees, residents, Council Parks Unit, ecologists, Rūnanga, etc.) in areas where fire risk is a concern to hear their voices and help inform us on which areas need action and advocacy to FENZ.	<ul style="list-style-type: none"><li>FENZ and CCC work together to identify fire risk and develop mitigation strategies for at least three areas of concern on Banks Peninsula.</li></ul>	<p>October 2023 – The Camp Bay to Governors Bay Community Emergency Resilience Plan and Community Response Hub group meeting had “Fire Readiness plans” as it’s focus. A meeting with FENZ has been organised in Diamond Harbour on November 2<sup>nd</sup>. To provide communities with the information needed to develop a plan for their area.</p> <p>A group from Lyttelton concerned about fire risk are attending the Community Board meeting on 6<sup>th</sup> November to present their concerns.</p> <p>6 November 2023 – Board agreed to refer matters raised by a local Lyttelton residents public forum on flooding and fire risk outside of his property.</p>	
A7 – Advocate for local procurement for Council contracts delivered on Banks Peninsula.	<ul style="list-style-type: none"><li>New procurement opportunities have included the opportunity for local contractors to bid.</li></ul>	<p>September 2023 - Repairs and maintenance work has been approved in Le Bons Bay and Okuti Valley community facilities utilising local tradespeople.</p> <p>July 2024 - Park Maintenance introduced the Parks In-house Maintenance Mobilisation team that was formed to reduce the use of contractors and improve the quality of parks maintenance.</p> <p>July 2024 – The Board submitted on the Council’s Long Term Plan 2024-34 requesting that local contractors be contracted for repairs and maintenance and capital programme works within Te Pātaka o Rākaihautū Banks Peninsula. The Board have been advised where possible, using local contractors for things like building maintenance, mowing and planting, track work and plant and animal pest work. For larger high-cost development work such as wharves or landscaping, Council inviting local contractors to apply alongside others via a tender process.</p>	
A8 – Advocate for the installation of solar panels on suitable Council owned buildings (Libraries etc.).	<ul style="list-style-type: none"><li>Solar panels are installed on suitable Council owned properties.</li></ul>		

Priority B: Tourism Opportunities are Balanced with Social, Cultural, Economic and Environmental Values			Champion: Nigel (& Reuben)
What the Board will do	Measures of Success	Progress to date/actions taken	
B9 – Support ChristchurchNZ in the development of the Banks Peninsula Destination Management Plan by providing advice and guidance and ensuring appropriate community engagement.	<ul style="list-style-type: none"><li>The Banks Peninsula Destination Management Plan is completed and includes an implementation plan with an agreed process for monitoring/reporting in place.</li></ul>	<p>ChristchurchNZ were funded by MBiE to lead the development of the Banks Peninsula Destination Management Plan. Consultation with the community took place over the period August 2022 through to October 2023, through quantitative surveys with residents and visitors, workshops, face to face interviews, submissions and the guidance, drive and support of Te Pātaka o Rākaihautū Banks Peninsula Community Board.</p> <p>October 2023 - ChristchurchNZ will present the final Plan at the 6<sup>th</sup> November Community Board meeting seeking endorsement from the Board.</p> <p>6 November 2023 – the Board endorsed the Destination Management Plan, noting there is no implementation budget associated however the recommendations within it help guide any existing fund expenditure and prioritisation desired by the community in the future.</p> <p>July 2024 - The Board submitted on the Council’s Long Term Plan 2024-34 advising the Council it wishes to see an engaged and implemented Te Pātaka o Rākaihautū Banks Peninsula Destination Plan. The Board have been advised that Council endorsed Te Pātaka o Rākaihautū Banks Peninsula Destination Management Plan in November 2023 – ChristchurchNZ, in close collaboration with the Council and local sector partners, is implementing them with a focus on building capability in regenerative tourism business practices, so that the impact of tourism is managed sustainability.</p>	



Priority B: Tourism Opportunities are Balanced with Social, Cultural, Economic and Environmental Values			Champion: Nigel (& Reuben)
What the Board will do	Measures of Success	Progress to date/actions taken	
<p>B10 – Ensure the Destination Management Plan aligns with the interests and values of the Community Board and its constituency, including but not limited to:</p> <ul style="list-style-type: none"><li>Protecting and enhancing biodiversity</li><li>Regenerative tourism that gives back more than it takes from host communities, the environment and the ecosystem;</li><li>Promotion of the unique natural features and cultural heritage of Banks Peninsula</li></ul> <p>The infrastructure requirements needed to support both tourism and local residents e.g., number of toilets, signage, parking areas, roads suitable to use, staff accommodation issues and marine structures.</p>	<ul style="list-style-type: none"><li>The Banks Peninsula Destination Management Plan aligns with the interests and values of the Community Board and its constituency.</li></ul>	<p>Discretionary Response Fund - 11 April 2023 - approves a grant of \$2,500 from its 2022-23 Discretionary Response Fund to the Little River Craft Station Incorporated for the Information Station Part 2 towards wages (capacity for additional staff catering for increased demand due to visitors).</p> <p>5 September 2023 - \$52,000 grant from Tourism Infrastructure Fund of Peeti Henare’s office for the upgrade of the Little River toilets.</p> <p>October 2023 - ChristchurchNZ will present the final Plan at the 6<sup>th</sup> November Community Board meeting seeking endorsement from the Board.</p> <p>June 2024 – The Board agreed to request signage be installed at the Akaroa Boat Park to clarify that it includes boat trailer and freedom camping parking.</p> <p>8 July 2024 – The Board joined staff on a walk along the Akaroa waterfront to learn about the next steps in the design and build of the Akaroa Wharf, including upgrades to Drummond and Daleys Wharves.</p>	

Priority C: Protect and Enhance Biodiversity on Banks Peninsula			Champions: Lyn and Cathy
What the Board will do	Measures of Success	Progress to date/actions taken	
General		<p>24 June 2024 - Staff provided information and advice to the Board on the link between the Tree Policy, the District Plan and delegations as pertains to tree removal on Banks Peninsula. Staff explained the Urban Forest Planting Programme and how this applies to Te Pātaka o Rākaihautū Banks Peninsula including a Canopy Cover Survey of Te Pātaka o Rākaihautū Banks Peninsula.</p>	
<p>C11 – Support Biodiversity organisations operating on Banks Peninsula with funding, letters of support and advocacy.</p>	<ul style="list-style-type: none"><li>Biodiversity initiatives are supported.</li></ul>	<p>8 May 2023 - Approves a grant of \$4,000 from its 2022-23 Discretionary Response Fund to The Living Streams Community Nursery Trust towards an automatic irrigation system.</p> <p>10 July 2023 - The Board agreed to hold a site visit to the Banks Peninsula Conservation Trust.</p> <p>26 February 2024 – The Board received a Hui a Hapori Community Open Forum presentation from Jane Eaton and Annelies Pekelharing, representing the Living Streams Community Nursery projects.</p> <p>6 May 2024 – The Board requested staff advice on the timing of the re-opening of the Council’s Biodiversity Fund.</p> <p>12 August 2024 – Supports the control of the feral cat population with a grant of \$500 to the Diamond Harbour and Surrounds Cat Rescue Group.</p>	



Priority C: Protect and Enhance Biodiversity on Banks Peninsula			Champions: Lyn and Cathy
What the Board will do	Measures of Success	Progress to date/actions taken	
C12 – Support the continuation of the Council’s Biodiversity Fund to remain at least at its current level or preferably be increased, and support any Targeted Rate for biodiversity which may be proposed by the Regional Council.	<ul style="list-style-type: none"><li>The Christchurch City Council biodiversity Fund is retained at least at the current \$400,000 per annum.</li></ul>	July 2024 – The Board submitted on the Council’s Long Term Plan 2024-34 strongly supporting the Council’s Bio-Diversity Fund and a proposed increase. The Council Long Term Plan 2024-34 has allocated an extra \$100,000 for 2024-2027 to the Council’s Biodiversity Fund.	
C13 – Advocate that where appropriate new or upgraded public toilets on Banks Peninsula are environmentally friendly, with new technologies explored.	<ul style="list-style-type: none"><li>Environmentally friendly, context appropriate public toilets are installed wherever possible.</li></ul>	12 December 2022 – the Board agreed to request a briefing from staff on the availability, condition and the need for additional toilets in Banks Peninsula.  11 April 2023 – the Board requests staff advice on the progress with addressing the issues and/or upgrading the Wairewa Little River public toilets.  11 April 2023 – the Board requests staff advice on the Council applying to MBIE to upgrade the Wairewa Little river toilets, Takapuneke, and Britomart Memorial Reserve, Akaroa.	
C14 – Advocate to the Christchurch City Council to complete the assessment of Sites of Ecological Significance (SES) in the Banks Peninsula area.	<ul style="list-style-type: none"><li>Progress is made with undertaking an assessment of all Sites of Ecological Significance on Banks Peninsula.</li></ul>	6 May 2024 – The Board received information on sites of ecological significance.	
C15 – Request that Wairewa Reserve 3185 is reclassified as a scientific or scenic reserve to protect all its important natural values.	<ul style="list-style-type: none"><li>The process to reclassify Wairewa Reserve 3185 is underway.</li></ul>	Report to the Board pending as at August 2024.	
C16 – Actively support predator and pest control on Banks Peninsula.	<ul style="list-style-type: none"><li>Pest control initiatives are supported.</li></ul>	11 December 2023 – Request staff advice on how the community could lobby for formal commercial fishing restrictions in the bays surrounding the Banks Peninsula and how the Board could support such an initiative.	

Priority D: Improve Infrastructure to Support Community Resilience			Champions: Lyn and Asif
What the Board will do	Measures of Success	Progress to date/actions taken	
General		12 August 2024 - Approves the removal and replacement of trees at the Duvauchelle Showgrounds Recreation Reserve as part of the Duvauchelle Wastewater Project  July 2024 – The Board submitted on the Council’s Long Term Plan 2024-34 asking Council to consider bringing forward Project 57808 Duvauchelle Water Supply membrane filtration to stop the carting of water. The Council Long Term Plan 2024-34 has allocated \$4.029 million for the Duvauchelle Water Treatment Plant Upgrade in 2024/25 and 2025/26.	

Priority D: Improve Infrastructure to Support Community Resilience			Champions: Lyn and Asif
What the Board will do	Measures of Success	Progress to date/actions taken	
D17 – Work with staff to review levels of service for rural roads and marine structures in light of increased frequency and intensity of storms.	<ul style="list-style-type: none"><li>We understand the current levels of service for rural roads and marine structures.</li></ul>	<p>11 April 2023 – the Board agreed to write to Waka Kotahi NZTA raising its concern about road work sites being set up with no contractors working on site.</p> <p>29 May – The Board agreed to request staff advice on the maintenance and the progress to repair the two culverts between numbers 152 – 176 Pā Road, Koukourarata Port Levy and the Koukourarata stream bridge.</p> <p>29 May – The Board agreed not request a staff briefing with the Unit Heads on working with multiple Council units within Papatipu rūnanga areas.</p> <p>26 February 2024 – The Board received a Hui a Hapori Community Open Forum presentation from Pam Richardson and Hugh Eaton, representing the Pigeon Bay Settlers Hall Committee regarding the Pigeon Bay Hall, and other local issues pertaining to Pigeon Bay including community resilience, fit for purpose roading and roading maintenance.</p> <p>July 2024 – The Board submitted on the Council’s Long Term Plan 2024-34 outlining the need for Te Pātaka o Rākaihautū Banks Peninsula rural roads level of service to be reviewed and that the area rural roads are given a higher priority with the Council’s minor safety works programme. The Board has been advised that Te Pātaka o Rākaihautū Banks Peninsula roads are to be maintained to the agreed levels of service in the Council’s operational budgets.</p> <p>July 2024 – The Board submitted on the Council’s Long Term Plan 2024-34 outlining the need for funding for the replacement of the Pigeon Bay seawall and as a project under the Council’s Coastal Hazards Adaptation Programme. The Board has been advised that the Pigeon Bay seawall will continue to be monitored and if required, Council will look at options for remediating the seawall.</p>	
D18 – Advocate for additional funding in the annual and long term plans to enable improvements to publicly owned drainage and stormwater infrastructure, including considering the use of natural means for dealing with stormwater and drainage.	<ul style="list-style-type: none"><li>We have an opportunity to contribute to the review of levels of service for rural roads and marine structures through the long term planning process.</li></ul>	<p>22 July 2024 – Held a public information session providing staff advice about the Stormwater Management Plan, including flooding and drainage issues and contaminant mitigation.</p> <p>July 2024 – The Board submitted on the Council’s Long Term Plan 2024-34 urging the Council to address flooding management on Te Pātaka o Rākaihautū Banks Peninsula. The Council Long Term Plan 2024-34 has allocated \$215 million for stormwater drainage, which includes flood management support. Council is preparing a stormwater management plan for Te Pātaka o Rākaihautū Banks Peninsula settlements.</p>	
D19 – Monitor the progression if the creation of rating districts with Environment Canterbury to support local land drainage works.	<ul style="list-style-type: none"><li>Capital and operational funding is increased for drainage/stormwater infrastructure on Banks Peninsula.</li></ul>	<p>September 2023 - The Little River Ratings District has been renewed and work is ongoing. Liaison between ECAN and Council staff, Wairewa Rūnanga, the Little River Wairewa Community Trust and ECAN and Council elected members is being maintained through the Little River Flooding Round Table group to ensure that work is targeted to minimise the effects of flooding on the township.</p> <p>11 December 2023 – Approves the removal of up to 17 additional trees within L’aube Hill Reserve, to enable the construction of water supply tanks within the water treatment plant (as per 4.7 of the Tree Policy).</p> <p>June 2024 - Little River Ratings Staff are actively involved in the Little River Flooding Round Table group and provide regular updates on flooding mitigation work in Little River.</p>	
	<ul style="list-style-type: none"><li>Progress is made towards establishing rating districts in those communities that have expressed an interest in this approach (e.g., Little Akaloa and Le Bons Bay).</li></ul>	<p>June 2024 – ECAN staff have reported that these rating districts are unlikely to be effective in small communities where the population size means the amount of income from them would be minimal.</p>	

Priority E: Good Social and Physical Connections for our Communities			Champions: Cathy and Luana
What the Board will do	Measures of Success	Progress to date/actions taken	
E20 – Work with local communities to manage and/or develop community facilities that support community connection.	<ul style="list-style-type: none"><li>Communities have access to local community facilities and are supported to manage them</li></ul>	<p>8 May 2023 – the Board Approves the name Mānawa Kāwhiu that has been gifted by Te Hapū o Ngāti Wheke to the Christchurch City Council and the Lyttelton Recreation Centre Trust Board to be used for the Lyttelton Recreation Centre at 25 Winchester Street, Lyttelton.</p> <p>8 May 2023 - The Board agreed to provide a letter of support for funding of Te Puna Auaha.</p> <p>12 June 2023 - Approves a grant of \$1,500 from its 2022-23 Discretionary Response Fund to The Lyttelton Recreation Centre Trust towards the planning, designing, material costs and installation of a wall mural at the Lyttelton Recreation Centre.</p> <p>12 June 2023 - Approves a grant of \$2,000 from its 2022/23 Discretionary Response Fund to the Okuti Valley Recreation and Sports Club Incorporated towards the purchase of a heat pump.</p> <p>7 August 2023 - Grants a land and building lease to Akaroa Men's Shed Charitable Trust pursuant to s61(2A) of the Reserves Act 1977, for a lease period of 10 years including renewals for an area of approximately 173sqm being part of Lot 2 DP300679 CFR3425 as shown on the plan described as Attachment A as attached to the agenda for this meeting.</p> <p>7 August 2023 - Approve consultation on a ground lease for the purpose of constructing a community facility in the vicinity of site D as shown on the plan in Attachment I as attached to the agenda for this meeting. The ground lease is to be for a period of 35 years with rental to be charged in accordance with Council policy for sports clubs and community groups on reserve/park.</p> <p>6 September 2023 - Application to Cressy Trust lodged for the summer Hydro-cise classes at the Norman Kirk Pool, Lyttelton.</p> <p>11 September 2023 - That Te Pātaka o Rākaihautū Banks Peninsula Community Board: 1. Approves the Takamatua Domain Landscape Development Plan, as shown in Attachment A to the report on the meeting agenda and accompanying Appendix 1 (Elevation views of boardwalk) as shown in Attachment B to the report on the meeting agenda.</p> <p>6 November 2023 – Approves a grant of \$12,000 from its Better-Off Fund to Banks Peninsula Community Governance Team for the Audit of Banks Peninsula Facilities.</p> <p>11 December 2023 – Approves the request from the Duvauchelle Reserve Committee for the provision of specific sites 65 and 66 to construct two self-contained cabins.</p> <p>12 February 2024 – Grants a Land and Building lease to Akaroa Croquet Club pursuant to section 54 of the Reserves Act 1977, for a lease period of twenty years including renewals for an area of approximately 2225square metres of Akaroa Recreation Reserve.</p> <p>26 February 2024 - The Board received a Hui a Hapori Community Open Forum presentation from Pam Richardson and Hugh Eaton, representing the Pigeon Bay Settlers Hall Committee regarding the Pigeon Bay Hall, and other local issues pertaining to Pigeon Bay including community resilience, fit for purpose roading and roading maintenance.</p> <p>January/February 2024 – Support to establish lease with Heartlands Akaroa for activation of the first floor of the Akaroa Service Centre.</p> <p>26 February 2024 –The Gaiety Trust signed on as the Custodian for The Gaiety Hall.</p> <p>26 February 2024 – Support provided to establish introductory meeting with Project Manager with Banks Peninsula Sport and Recreation Society for Akaroa Sports Courts Redevelopment.</p> <p>6 May 2024 – The Board requested staff advice on how the Community Board can be engaged in the upgrading of the Little River Trail terminus.</p> <p>10 June 2024 – The Board approved a part change in classification of road reserve to local purpose reserve for a piece of land that crosses the Akaroa Recreation Ground.</p>	

Priority E: Good Social and Physical Connections for our Communities			Champions: Cathy and Luana
What the Board will do	Measures of Success	Progress to date/actions taken	
		<p>24 June 2024 - Staff provided information and advice about the outcome of the Draft Audit on Te Pātaka o Rākaihautū Banks Peninsula Community Managed Facilities commissioned by the Board.</p> <p>12 August 2024 – The Board received Te Pātaka o Rākaihautū Banks Peninsula Community Managed Facilities Audit report and heard 4 deputations from community groups who look after some of those facilities.</p>	
E21 – Support community organisations that deliver social services, build community capacity and/or undertake initiatives to connect their communities with funding, letters of support and advocacy.	<ul style="list-style-type: none"><li>All eligible community organisations and events designed to connect our communities and reduce isolation are supported with funding or other assistance as required.</li></ul>	<p>7 November 2022 – the Board approved \$1,800 grant from DRF to the Little River Farmer Market towards signage and public liability.</p> <p>18-19 March 2023 – SailGP held at Whakaraupō, Lyttelton Harbour, witnessed by 15,000 spectators and 4,500 spectators at the Central City live site, which the Board supported with funding.</p> <p>11 April 2023 – the Board approved \$8,250 grant from DRF to the Diamond Harbour &amp; Districts Health Support Group towards building consenting fees.</p> <p>11 April 2023 – the Board approved \$2,500 grant from DRF to the Little River Craft Station Inc. towards wages.</p> <p>8 May 2023 - Approves a grant of \$500 from its 2022-23 Discretionary Response Fund to The Loons Club Incorporated towards the ANZAC Day commemoration celebration in Lyttelton.</p> <p>8 May 2023 - Approves a grant of \$4,000 from its 2022-2023 Discretionary Response Fund to Akaroa District Promotions Inc. towards operational funding to enable a review of purpose and identification of potential funding opportunities.</p> <p>12 June 2023 - Approves a grant of \$2,000 from its 2022-23 Discretionary Response Fund to The Lyttelton Arts Factory Trust towards Festival costs - projector hire, printing costs, and volunteer recognition.</p> <p>10 July 2023 -Nominates Summer with your Neighbours 2023-24 for \$3,000 as a Board Project to be considered for funding from its 2023/24 Discretionary Response Fund.</p> <p>10 July 2023 - Approves a grant of \$2,413 from its 2023-24 Discretionary Response Fund to Lyttelton Community House Trust towards a replacement commercial oven.</p> <p>7 August 2023 - Approves the 2023 - 2024 Strengthening Communities Fund grants outlined in the following schedule.</p> <p>7 August 2023 - Approves the transfer of \$10,864 to the Te Pātaka o Rākaihautū Banks Peninsula Community Board 2023 – 2024 Discretionary Response Fund.</p> <p>11 September 2023 - Allocates its 2023-24 Summer With Your Neighbours funding.</p> <p>6 November 2023 – Approves a grant of \$22,000 from its Better-Off Fund to Banks Peninsula Early Learning Limited towards the Nature Playground Upgrade.</p> <p>11 December 2023 – Approves a grant of \$2000 from its 2023/24 Discretionary Response Fund to Little River Farmers Market Incorporated towards the cost of Public liability insurance and purchase of an amplifier/speaker.</p> <p>11 December 2023 – Approves a grant of \$3486 from its 2023/24 Discretionary Response Fund to Project Lyttelton Incorporated towards equipment for the Lyttelton Emergency Hub and first aid training for its volunteers.</p> <p>11 December 2023 - Approves a grant of \$10,000 from its Better-Off Fund to Akaroa Area School Board of Trustees towards the installation of Solar Panels for the School and Community Pool.</p> <p>11 December 2023 – Requests that staff work with the Akaroa Heritage Festival Society to explore options for long term funding for the FrenchFest.</p> <p>March 2024 – Support provided to Akaroa Coronation Library to achieve grant funding and increase volunteer base.</p>	

Priority E: Good Social and Physical Connections for our Communities			Champions: Cathy and Luana
What the Board will do	Measures of Success	Progress to date/actions taken	
		<p>11 March 2024 - Approves a grant of \$2541 from its 2023/2024 Discretionary Response Fund to the Lyttelton Harbour Business Assosiation towards event costs to host a viewing area in Albion Square during Sail GP.</p> <p>6 May 2024 - Approves a grant of \$5,000 from its 2023/24 Discretionary Response Fund to Lyttelton Community House Trust towards wages.</p> <p>6 May 2024 - Approves a grant of \$1,200 from its 2023/24 Discretionary Response Fund to Lyttelton Transition Energy Society Inc. towards establishment costs and community energy workshops.</p> <p>6 May 2024 - Approves a grant of \$2,500 from its 2023/24 Discretionary Response Fund to Diamond Harbour Bays Bowling Club Inc. towards the purchase of 10 new “barefoot bowls”.</p> <p>6 May 2024 – The Board conferred Community Service Awards on 9 individuals and 1 organisation for exceptional volunteer service to our Banks Peninsula communities.</p> <p>10 June 2024 – Public Forum from Sustainability by Design who were advocating for installation of recycling rubbish receptables on Lyttelton's main street.</p> <p>10 June 2024 – Approves a change of purpose of \$10,000 granted from its Better-Off Fund from Solar Panels for Akaroa Area School and Community Pool to the Pool Solar Pool Cover project.</p> <p>10 June 2024 - Approves a grant of \$5,000 from its 2023/24 Discretionary Response Fund to Akaroa Volunteer Fire Brigade towards the Thermal Imaging Drone.</p> <p>10 June 2024 - Approves a grant of \$2,450 from its 2023/24 Discretionary Response Fund to The Stoddart Cottage Trust towards the purchase of a dehumidifier and a gallery hanging system.</p> <p>10 June 2024 - Approves a grant of \$1,958 from its 2023/24 Discretionary Response Fund to Te Mata Hapuku Birdlings Flat Community Centre for the establishment of a Community Hub.</p> <p>June 2024-August 2024 – Staff facilitated conversations and Focus Groups with self-selecting Akaroa community members toward developing a “snapshot” of current needs and strengths and needs.</p> <p>12 August 2024 – Approved Strengthening Communities Fund grants totalling \$173,150 for community organisations across Te Pātaka o Rākaihautū Banks Peninsula.</p> <p>12 August 2024 – Approved \$3000 funding towards the Board project 'Summer with your Neighbours' 2024/25.</p> <p>12 August 2024 – Approved \$1,000 funding towards ANZAC Day commemorations.</p>	
E22 – Advocate for connected walkways to enable children to safely walk to school.	<ul style="list-style-type: none"><li>Planning is undertaken to provide safe routes for children to walk to school (including but not limited to connections between West Lyttelton and Lyttelton Primary School, within Governors Bay, diamond Harbour and connections between Cooptown and Little River Primary School).</li></ul>	<p>13 February 2023 – the Board requested an update from Waka Kotahi NZTA on the proposed pathway connection between Cooptown and the Little River School.</p> <p>24 June 2024 - The Board agreed to request staff advice on safety measures at the end of the newly formed shared use Cooptown pathway at the Puaha Road end where there is a blind corner in the road.</p> <p>22 July 2024 – Held a public information session providing information about the updated 'Good-to-go ways to get to School' programme the Council provides to schools to support them to encourage safe, active, fun, affordable, low-emission ways to travel to school and around their community.</p>	

Priority E: Good Social and Physical Connections for our Communities			Champions: Cathy and Luana
What the Board will do	Measures of Success	Progress to date/actions taken	
E23 – Support for improved walking tracks and pedestrian linkages.	<ul style="list-style-type: none"><li>The Board, staff, hapu and community work together to improve walking connections within Rāpaki, the Head to Head Walkway and other walking tracks.</li></ul>	<p>24 June 2024 - The Board agreed to request staff advice on the accident, speed and safety statistics for Governors Bay Road in the area of Cass Bay bus stop and Steadfast corner.</p> <p>24 June 2024 - The Board agreed to request staff advice on the cost and funding options to continue the footpath on the seaward side of Beach Road, past the Akaroa Yacht Club and beyond the Lighthouse to enable safe pedestrian access.</p> <p>12 August 2024 – Received a public forum presentation from Little River Walkways Action Group regarding proposals for Wairewa Little River walkways specifically forming a logging truck road for the current logging operations on Council Hill Road, Little River with the view of reforming it into a walking track once the logging operations had finished.</p>	
E24 – Advocate for improved cycling access and facilities around Banks Peninsula.			
E25 – Support car share/community transport schemes on Banks Peninsula.	<ul style="list-style-type: none"><li>Little River community is supported in its efforts to establish a community transport scheme.</li></ul>		

Priority F: Assist the Community to Tackle the Issues Caused by Anti-Social Road Users			Champions: Cathy and Luana
What the Board will do	Measures of Success	Progress to date/actions taken	
F26 – Engage with community and investigate options for mitigation, including supporting the idea of a community-led noise camera trial.	<ul style="list-style-type: none"><li>Receive deputation/public forum on this topic and ask staff to investigate.</li></ul>	26 June – Cass Bay and Community Patrol Hui a Hapori	
F27 – Encourage the Council, community and police to work together to tackle this issue.	<ul style="list-style-type: none"><li>Staff actively work on this issue and report back to the Board.</li></ul>	25 July 2023 – Board submitted on the Cruising and Prohibited Times on Road Bylaw Review, wherein the Board advocated for Council, Community and Police to collaborate on the issue.	
F28 – Advocate to Council that some of the safety budget is allocated to tackling the anti-social road users issue.	<ul style="list-style-type: none"><li>An appropriate budget for work is allocated which allows a collaborative response to the issue.</li></ul>	24 June 2024 – Received a public information session, including suggestions for traffic calming measures, in response to specific questions asked by elected members with regards to traffic/roading problems.	

Priority G: Work with all Relevant Parties to Support Healthy Harbours and Bays			Champions: Nigel and Cathy
What the Board will do	Measures of Success	Progress to date/actions taken	
G29 – Advocate for a storm water management plan for Banks Peninsula that is informed by local experience as well as data.	<ul style="list-style-type: none"><li>A Banks Peninsula Storm water Management Plan is completed and funding allocated to implement it.</li></ul>	6 May 2023 – Board requested an update on Te Pātaka o Rākaihautū Banks Peninsula Stormwater Management Plan and staff advice on how the Community Board is able to have input into the plan. (See D18)	
G30 – Advocate at long term plan hearings for funding to address flooding of rural origin (i.e., from the hills around	<ul style="list-style-type: none"><li>Engage with three waters regulators to ensure we are preventing stormwater runoff entering our harbours.</li></ul>		



Priority G: Work with all Relevant Parties to Support Healthy Harbours and Bays			Champions: Nigel and Cathy
What the Board will do	Measures of Success	Progress to date/actions taken	
settlements) which will not receive automatic funding through the LTP as part of a storm water management plan.			
G31 – Support the Whaka-Ora Healthy Harbour programme of work to restore the ecological and cultural health of Whakaraupō-Lyttelton Harbour as mahinga kai.	<ul style="list-style-type: none"><li>High levels of investment in storm water management.</li></ul>	26 February 2024 - Tim Drennan, Manager Service Excellence discussed with the Board water quality, water testing and the potential cause of water contamination within Te Pātaka o Rākaihautū Banks Peninsula. Mr. Drennan clarified the responsibility of Te Whatu Ora, Environment Canterbury, and Christchurch City Council for the Board.	
	<ul style="list-style-type: none"><li>Councillors are aware of rural flooding issues on Banks Peninsula and funding is allocated to help address this.</li></ul>		
	<ul style="list-style-type: none"><li>Funding provided to support biodiversity and biosecurity restoration work, including community led restoration programmes.</li></ul>		
	<ul style="list-style-type: none"><li>Installation of trial sites completed and monitoring progressed for reducing erosion on roadside embankments where there is not a risk of uncontrolled flows entering the road corridor.</li></ul>		

Priority H: All Elements of Te Nukutai o Tapoa – Naval Point are progressed (off-shore, on-shore and the recreation ground)			Champion: Tyrone
What the Board will do	Measures of Success	Progress to date/actions taken	
H32 – Support quality and meaningful engagement with staff, Rūnanga, stakeholders and community.	<ul style="list-style-type: none"><li>Te Hapū o Ngāti Wheke and staff are aligned with design and outcomes of Te Nukutai o Tapoa Plan.</li></ul>	12 December 2022 – the Board agreed to request staff to liaise with ECAN regarding the Naval Point breakwater being submerged during hightide and how to mitigate hazards to boat users.  26 February 2024 - Kristine Bouw, Development Project Manager, updated the Board on what is happening with various structures located at Te Nukutai o Tapoa Naval Point. Ms Bouw showcased the current plan for the Lyttelton Recreation Ground including the proposed layout of the sports field and proposed location of the change pavilion.  6 May 2024 – The Board requested staff advice regarding the report on the recently held SailGP Debrief with key stakeholders, specifically outlining what went well for the Lyttelton business community and the general community, and identifying any areas for improvement.	
H33 – Advocate for continued implementation of the development plan.	<ul style="list-style-type: none"><li>Stakeholders feel fully enabled with supporting detailed design planning.</li></ul>	26 February 2024 - Kristine Bouw, Development Project Manager, updated the Board on what is happening with various structures located at Te Nukutai o Tapoa Naval Point. Ms Bouw showcased the current plan for the Lyttelton Recreation Ground including the proposed layout of the sports field and proposed location of the change pavilion.	
H34 – Advocate for funding required to implement the plan in full.	<ul style="list-style-type: none"><li>Opportunities to support recreational and event use of the site are maximised.</li></ul>		

Priority H: All Elements of Te Nukutai o Tapoa – Naval Point are progressed (off-shore, on-shore and the recreation ground)			Champion: Tyrone
What the Board will do	Measures of Success	Progress to date/actions taken	
	<ul style="list-style-type: none"><li>Barriers to the effective and efficient use of the site are minimised (E.g. support relocation of haul out, removal of old marina, maximising public/organised event space sharing, minimising misuse by vehicles).</li></ul>		
	<ul style="list-style-type: none"><li>Implementation of Te Nukutai o Tapoa-Naval Point Development Plan is fully funded through the annual and long term plans.</li></ul>		
	<ul style="list-style-type: none"><li>The long term plan includes funding to implement all elements of Te Nukutai o Tapoa-Naval Point Development Plan.</li></ul>		

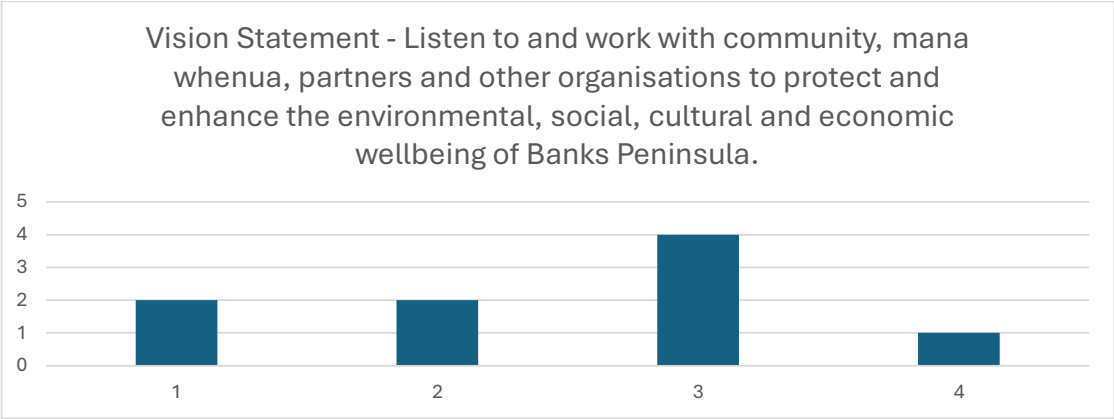
Priority I: Support Community-Based Solutions for Currently Unused Significant Council-owned Sites			Champions: Nigel, Tyrone, Luana, Howard
What the Board will do	Measures of Success	Progress to date/actions taken	
General		<p>8 July 2024 – The Board received an update on the proposed use of Kukupa Hostel located at 380 Pettigrews Rd, Pigeon Bay.</p> <p>8 July 2024 – The Board received an information session providing options for Yew Cottage, Akaroa.</p> <p>August 2024 – Elected members helped facilitate a possible option for the removal and restoration of Yew Cottage to private ownership.</p> <p>12 August 2024 – approved the continued lease by the current tenant of the Takapūneke Reserve Red House property, to ensure the continued maintenance of the property and upkeep of the gardens.</p>	
I35 – BP Meats Site (Akaroa) <ul style="list-style-type: none"><li>Request staff investigate uses for this land.</li><li>Advocate for community solutions, including accommodation for workers and young families</li></ul>	<ul style="list-style-type: none"><li>A proposal is developed for the future use and development of the BP Meats site which broadly achieves the objectives of the community.</li></ul>	<p>26 February 2024 - Angus Smith, Manager, Property Consultancy, Danielle Yeoman, Planner Urban Regeneration and Raymond Qu, Property Consultant, presented to the Board on the proposed process for public engagement on the future of the Akaroa BP Meats Site. A report is to be provided for the Board’s consideration</p> <p>11 March 2024 – Supports staff initiating the proposed process, with key stages including:</p> <ul style="list-style-type: none"><li>Obtaining updated technical analysis for the site and updating Section D of the ‘2011 Akaroa Places and Spaces Plan’.</li><li>Preparing a consultation and engagement plan alongside Community Governance and Communications and Engagement staff.</li><li>Undertaking targeted and on-going engagement with Ōnuku Rūnanga, acknowledging their proposal for the site and noting the cultural importance of the area.</li><li>Developing site requirements/principles for refining the various site options to be consulted on.</li><li>Presenting the site options and engagement plan to the Community Board for a decision to consult.</li><li>Undertaking public consultation and reporting back to the Community Board regarding the consultation findings and next steps.</li><li>Maintains the status quo holding strategy until staff report back on options for future use.</li></ul> <p>24 June 2024 - staff provided information and advice on the outline of the planned phases of engagement to seek community involvement in deciding the future use of 67 Rue Lavaud (BP Meats Site). Staff agreed to update the Board regularly during consultation and invite the Board to contribute feedback.</p>	



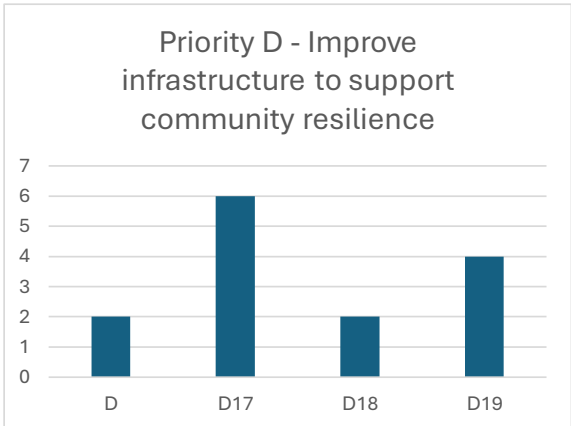
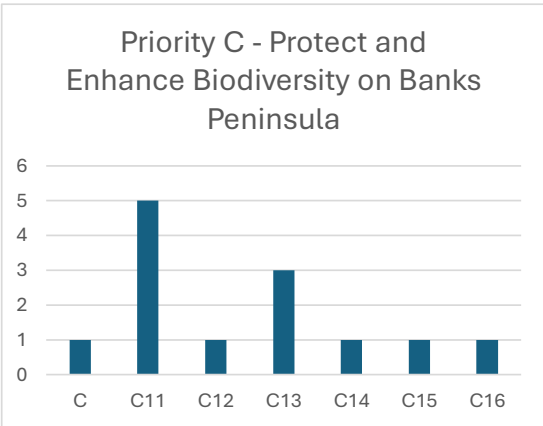
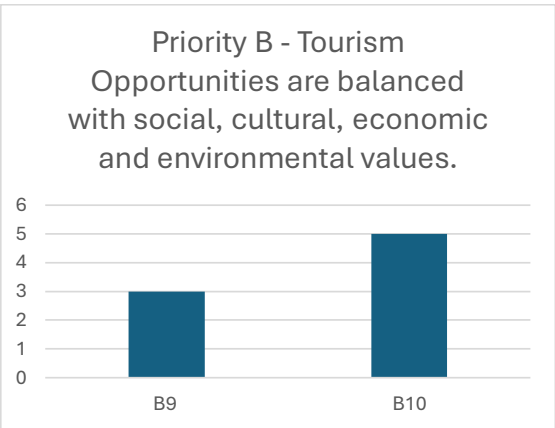
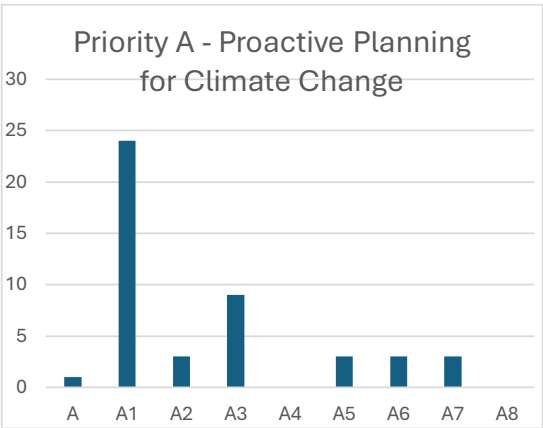
Priority I: Support Community-Based Solutions for Currently Unused Significant Council-owned Sites			Champions: Nigel, Tyrone, Luana, Howard
What the Board will do	Measures of Success	Progress to date/actions taken	
I36 – Donald Street Stables (Lyttelton) <ul style="list-style-type: none"><li>Continue to seek an appropriate future use for this vacant heritage building.</li></ul>	<ul style="list-style-type: none"><li>A future use is found for Donald Street Stables.</li></ul>	26 August – Received an update about the former Lyttelton Stables from Christchurch NZ.	
I37 – Former Godley House site (Diamond Harbour) <ul style="list-style-type: none"><li>Continue to work with the community and council staff to find a way to enable the community vision for the former Godley House site.</li></ul>	<ul style="list-style-type: none"><li>The community is consulted about the proposal Council has received to develop the former Godley house Site. If the community is happy with the proposal we (the Community Board) will approve a lease to the applicant.</li></ul>		
I38 – Hunters Road (Diamond Harbour) <ul style="list-style-type: none"><li>Work with Council staff and the community to identify future uses, development, disposal/retention and management strategies for the Hunters Road site.</li><li>Request an assessment of the site for its potential to grow indigenous trees for long-term carbon-sequestration, either by natural regeneration or strategic (ecologically beneficial) planting, as part of the Council’s drive to become a carbon-neutral city.</li></ul>	<ul style="list-style-type: none"><li>A spatial plan and outline development plan is developed for the Hunters Road site which will be incorporated into the district plan. These plans will incorporate:<ul style="list-style-type: none"><li>Community views and preferences about the future use of the site</li><li>Any site constraints (e.g. geotechnical)</li><li>Any features/natural values that may require protection (e.g. landscape, biodiversity)</li><li>Technical advice (e.g. infrastructure networks, including transport, stormwater facilities).</li><li>An assessment of the site’s suitability as an area for natural regeneration or revegetation.</li></ul></li></ul>	<p>25 March 2024 – Held an open information session about proposed land use for 27 Hunters Road and 43 Whero Avenue. Livestreamed.</p> <p>22 April 2024 – Heard 11 Deputations from members of the community about the proposed future land use for 27 Hunters Rd and 43 Whero Avenue – FENZ &amp; Te Pātaka o Rākaihautū Kura Unsolicited Proposal.</p> <p>22 April 2024 – The Board acknowledged submissions and deputations outlining the views of the community and approved sale of land at 27 Hunters Road and 43 Whero Avenue to FENZ for a fire station and to Te Poho o Tamatea Ltd for a character school. Noted that they wished for submitters to be updated on the two projects as they develop.</p>	

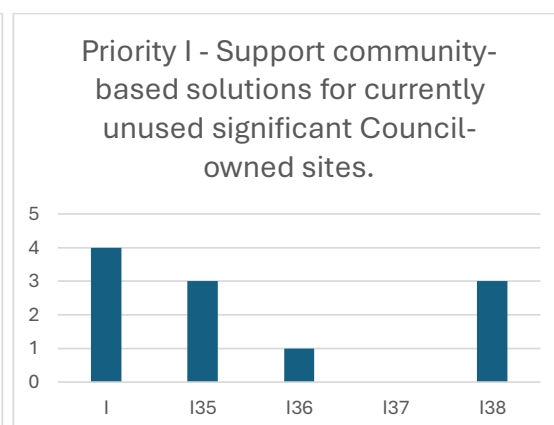
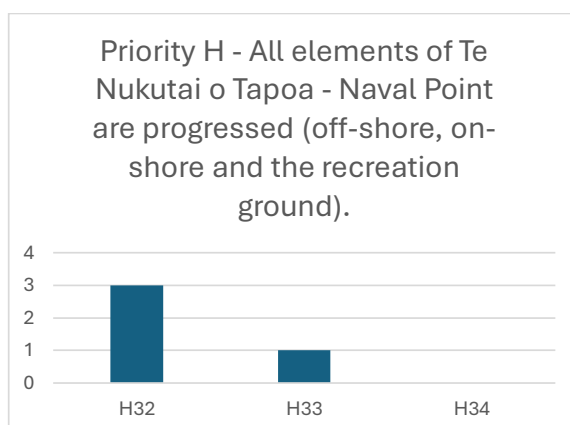
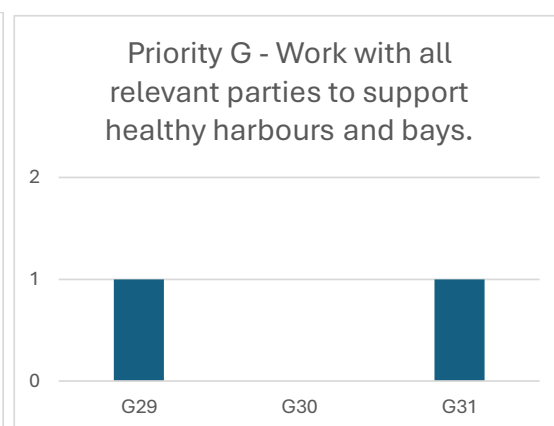
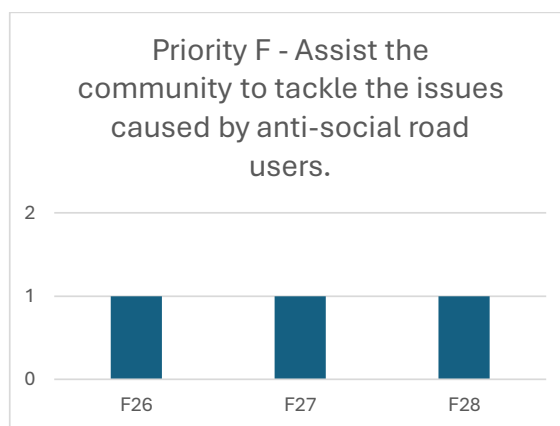
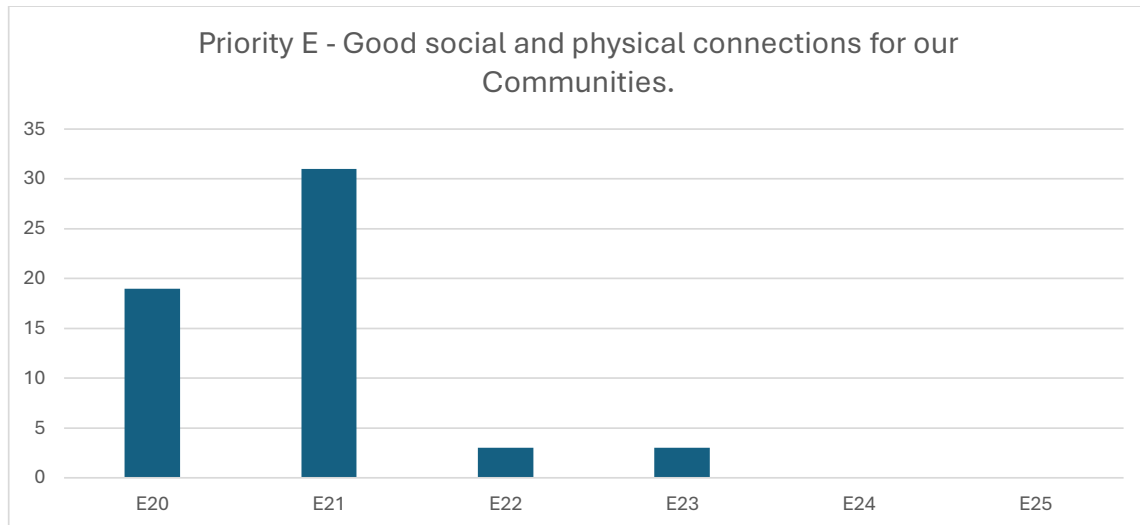
Actions taken relevant to Board vision and Board plan.

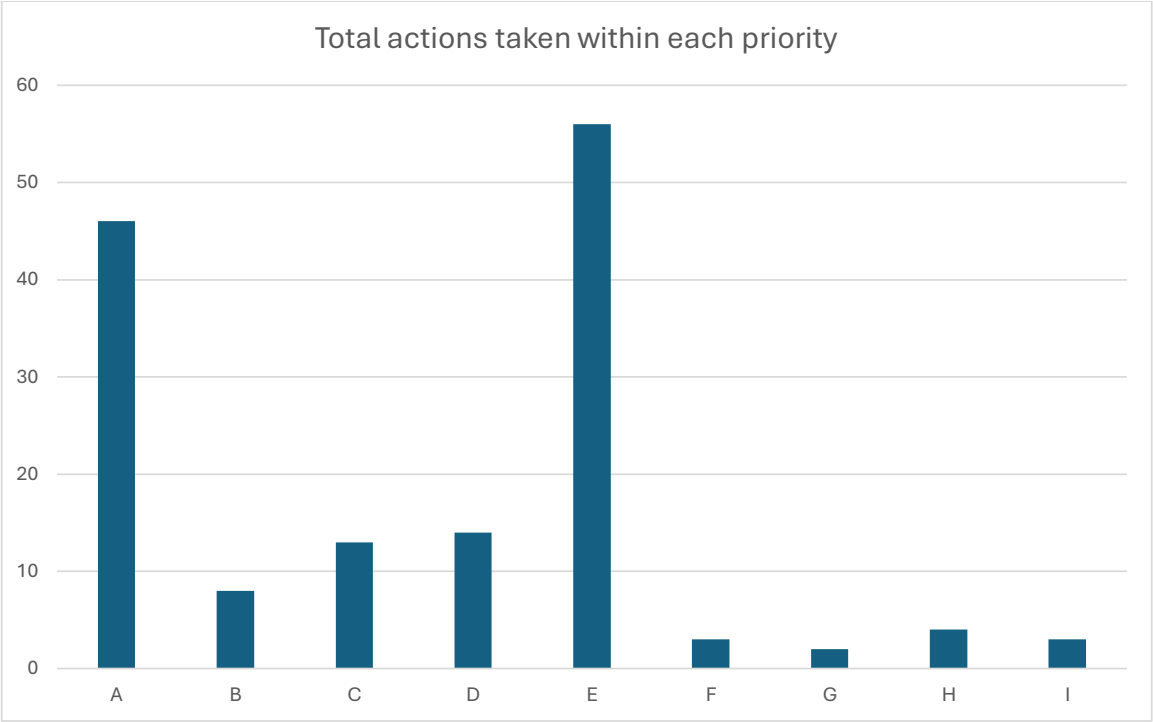
When an action fits better with our overall vision than a particular priority:



Priorities:











## 10. Te Pātaka o Rākaihautū Banks Peninsula - Better-Off Fund Projects for Consideration

Reference Te Tohutoro: 24/1040535  
Responsible Officer(s) Te Pou Matua: Jo Wells – Community Development Advisor  
Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

### 1. Purpose and Origin of the Report Te Pūtaka Pūrongo

- 1.1 The purpose of this report is for Te Pātaka o Rākaihautū Banks Peninsula Community Board to consider the following projects for funding from its **Better-Off Fund** as listed below.
- 1.2 There is currently a balance of \$236,000 remaining in the 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 - Better-Off Fund Projects for Consideration Report.
- 2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council’s Significance and Engagement Policy.
- 3. Approves Better-Off Funding grants towards the projects outlined in the following schedule:

Funding Request Number	Organisation Name	Project	Amount Requested	Recommendation
68185	Port Levy Residents’ Association Incorporated	Port Levy Community Hall Toilet and Kitchen block - Toilet and Kitchen upgrade	\$109,187	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approve a grant of \$109,187 from its Better-Off Funding to Port Levy Residents’ Association Incorporated towards the Port Levy Community Hall Toilet and Kitchen block – Toilet and Kitchen upgrade project.
68186	Te Whare Tapere O Te Mata Hapuku Society Incorporated	Birdlings Flat Community Centre Storage	\$26,997	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approve a grant of \$26,997 from its Better-Off Funding to Te Whare Tapere O Te Mata Hapuku Society Incorporated towards the Birdlings Flat Community Centre Storage project.

68190	Pigeon Bay Society Incorporated	Pigeon Bay Hall Repairs to veranda	\$18,492	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approve a grant of \$18,492 from its Better-Off Funding to Pigeon Bay Society Incorporated towards the Pigeon Bay Hall Veranda repairs project.
68187	Okuti Valley Recreation and Sports Club Incorporated	Okuti Valley Hall Toilet and deck upgrade	\$12,500	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approve a grant of \$10,000 from its Better-Off Funding to Okuti Valley Recreation and Sports Club Incorporated towards the Okuti Valley Hall Toilet and Deck upgrade project.
68191	Te Pātaka o Rākaihautū Banks Peninsula Community Board	Mānawa Kāwhiu Lyttelton Recreation Centre Entrance heating/ improvements	\$5,000	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approve a grant of \$5,000 from its Better-Off Funding to Te Pātaka o Rākaihautū Banks Peninsula Community Board towards Mānawa Kāwhiu Lyttelton Recreation Centre entrance heating/ improvements.
68188	Diamond Harbour Community Association	Diamond Harbour Hall Driveway and associated drainage issues	\$25,000	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approve a grant of \$25,000 from its Better-Off Funding to Diamond Harbour Community Association towards their Diamond Harbour Hall Driveway Repairs project.
68192	Te Pātaka o Rākaihautū Banks Peninsula Community Board	Allandale Hall Works to enable the Hall to reopen	\$78,450	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approve a grant of \$21,324 from its Better-Off Funding to Te Pātaka o Rākaihautū Banks Peninsula Community Board towards the works to enable Allandale Hall to open.
68205	Te Pātaka o Rākaihautū Banks Peninsula	Planning and Contingency	\$20,000	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approve a grant of \$20,000 from its Better-Off

	Community Board			Funding to Te Pātaka o Rākaihautū Banks Peninsula Community Board towards planning costs and contingency for facility upgrade projects with any remaining funds to go towards the works to enable Allandale Hall to open.
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### 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 Te Haumako Te Whitingia Strengthening Communities Together Strategy.
- 3.2 The purpose of the fund is to partner with organisations and groups to support local initiatives, projects, and activities through additional Community Board funding, including a focus on supporting local action to increase climate resilience.
- 3.3 Projects will improve well-being by building social capital, encouraging participation, increase accessibility and connectedness – generating opportunities for youth, and diverse communities and increasing local pride.
- 3.4 When considering allocation of funds, priority will be given to projects/initiatives that contribute towards the following outcomes:
  - Increasing the tree canopy across the city and our regional parks
  - Enhancing biodiversity
  - Safer neighbourhoods
  - Repairing infrastructure and facilities
  - Responding to climate change through adaptation planning
  - Encouraging active travel
- 3.5 Projects should also show a strong alignment to the Council's Te Haumako Te Whitingia Strengthening Communities Together Strategy.
- 3.6 Priority will also be given to projects that directly contribute towards achieving Community Board Plan priorities.

#### Decision Making Authority Te Mana Whakatau

- 3.7 The Community Board has the delegated authority to determine the allocation of the **Better-Off Fund** for each community.
  - 3.7.1 Allocations must be consistent with any policies, standards or criteria adopted by the Council.
  - 3.7.2 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

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

Discussion Kōrerorero

- 3.11 At the time of writing, the balance of the Better-Off Fund is as below.

Total Budget 2023/25	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$300,000.00	\$64,000.00	\$236,000.00	\$0

- 3.12 Based on the current Better-Off Fund criteria, the above projects are eligible for funding.
- 3.13 The attached Project Brief(s) provide detailed information for the applications. This includes organisational details, project details, financial information, and a staff assessment.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Better Off Funding Project Briefs	24/1471324	91

Signatories Ngā Kaiwaitohu

Author	Jo Wells - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula Matthew McLintock - Manager Community Governance Team

### SECTION ONE: APPLICANT DETAILS

Name of Community Board	Staff member and position	Staff member contact details (email & phone)
Te Pātaka o Rākaihautū Banks Peninsula Community Board	Dane Moir Community Development Advisor	Dane.Moir@ccc.govt.nz 03 941-6818

### SECTION TWO: PROJECT DETAILS

Name of Project	Project Description
Port Levy Community Hall Kitchen and Toilet Block - Toilet, kitchen and walkway upgrade	Toilet, kitchen and walkway upgrade of the Port Levy Community Hall Kitchen and Toilet block.

### Alignment to Funding Priorities

Better-Off Fund Priorities	Council Strategies	Community Board Plan Priorities
Local community facilities (Repairing infrastructure/facilities)	Strengthening Communities Together Strategy -People -Participation -Preparedness  Infrastructure Strategy	Improve infrastructure to support community resilience

### SECTION THREE: PROJECT DELIVERY

1. Will the project be delivered in partnership with an external community organisation?

Yes / No

If Yes

Name of Organisation	Contact person and position	Contact details (email & phone)
Port Levy Residents' Association	Martin Jay	

2. Will the project be delivered by the local Community Governance Team? No

3. Will the project be delivered by another Council Unit? No

Has the Unit Head agreed to the project? Yes / No

### SECTION FOUR: PROJECT BUDGET

**Total Cost of Project** \$109,187

**Budget items requested**

Item	Amount
Toilets, Kitchen, Walkway including demolition and labour	\$109,187
<b>TOTAL</b>	<b>\$109,187</b>

**Are there any other sources of funding contributing to the project?** No

Other funding source	Amount
	\$
<b>TOTAL</b>	<b>\$</b>

**Any other comments on budget?**

**SECTION FIVE: TIMEFRAMES AND REPORTING**

<b>Expected start date of project:</b>	Once funding is received and based on when contractor can start
<b>Expected end date of project:</b>	Approximately 3 months to complete

<b>Reporting – How will you report to the Board on progress of the project and how often?</b>
Regular updates will be provided to the Board in the Area Report.

**SECTION SIX: STAFF ASSESSMENT**

<p>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, it will require earthquake strengthening.</p> <p>The kitchen and toilet block building is rated 35% of National Building Standards meaning it will also need earthquake strengthening in the future. Port Levy Community Hall is identified in the 2017 Coastal Hazard Assessment for Christchurch and Banks Peninsula as having potential coastal influence.</p> <p>The facility comprises a single classroom built more than 150 years ago, along with a toilet block and small kitchen dating from the 1950s or 60s. The kitchen/toilet block is a separate building from the main hall. Port Levy is also home to Tūtehuarewa marae, Te Runanga o Koukourarata, which has a whare kai, whare wānanga and ablution facilities.</p>
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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 proposed works will support the Port Levy Residents' Association to make improvements to the kitchen and toilet block that have been in the planning process for a very long time. This will make the already very well utilised facility more fit for use by the community. It is noted that the proposed works are cosmetic and won't contribute to the required strengthening of the building.

#### SECTION SEVEN: STAFF RECOMMENDATION

**Recommended for funding?** Yes

**Amount recommended:** \$109,187

#### SECTION ONE: APPLICANT DETAILS

Name of Community Board	Staff member and position	Staff member contact details (email & phone)
Te Pātaka o Rākaihautū Banks Peninsula Community Board	Jane Harrison Community Development Advisor	Jane.harrison@ccc.govt.nz 03 941-5688

#### SECTION TWO: PROJECT DETAILS

Name of Project	Project Description
Te Mata Hapuku Birdlings Flat Community Centre Storage Sheds	Construction of two storage sheds at Te Mata Hapuku Birdlings Flat Community Centre.

#### Alignment to Funding Priorities

Better-Off Fund Priorities	Council Strategies	Community Board Plan Priorities
Local community facilities (Repairing infrastructure/facilities)	Strengthening Communities Together Strategy -People	Improve infrastructure to support community resilience

	-Participation -Preparedness  Infrastructure Strategy	Good social and physical connections for our communities
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**SECTION THREE: PROJECT DELIVERY**

1. Will the project be delivered in partnership with an external community organisation? **Yes** / No

If Yes

Name of Organisation	Contact person and position	Contact details (email & phone)
Te Whare Tapere O Te Mata Hapuku Society Incorporated	Patsy Gibson – Co Chair	

2. Will the project be delivered by the local Community Governance Team? No

3. Will the project be delivered by another Council Unit? No  
Has the Unit Head agreed to the project? **Yes** / No

**SECTION FOUR: PROJECT BUDGET**

Total Cost of Project \$26,997

Budget items requested

Item	Amount
2 Storage sheds	\$26,997.00
<b>TOTAL</b>	<b>\$26,997.00</b>

Are there any other sources of funding contributing to the project? No

Other funding source	Amount
	\$
	\$
<b>TOTAL</b>	<b>\$</b>

Any other comments on budget?

While every effort has been made to ensure the project budget covers all costs, if unforeseen costs arise, the project scope would need to be altered to fit within the project budget or additional funding would need to be sought by Te Mata Hapuku Birdlings Flat Community Centre.

**SECTION FIVE: TIMEFRAMES AND REPORTING**

<b>Expected start date of project:</b>	Once funding is received and based on when contractor can start
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<b>Expected end date of project:</b>	Once funding is received and based on when contractor can start
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<b>Reporting – How will you report to the Board on progress of the project and how often?</b>
Regular updates will be provided to the Board in the Area Report.

#### SECTION SIX: STAFF ASSESSMENT

Te Mata Hapuku Birdlings Flat Community Centre, 157 Poranui Beach Rd was built in 2016, is 145m<sup>2</sup> in size, and fully compliant with National Building Standards as it is a new building. The facility comprises a meeting space which opens onto a deck on both the beachfront and rear of the building, a kitchen, a consulting room and accessible toilet. It is the only gathering space in the community.

Birdlings Flat is a low socio-economic community with a range of health and other needs. When the facility was constructed, it included a space for visiting health and other social service providers to meet privately with residents. Because of the lack of storage space in the building, this room is now used for storage and unable to meet the intended needs of the community. A design for 2 storage sheds (there is an external tap between them) has been approved by Parks, Property and Leasing Staff to sit adjacent to the facility. These sheds will provide much needed storage space for hall activities and events equipment and the Community Emergency Hub equipment obtained through a recent DRF grant from the Board freeing up the interior space for visiting health and other social service providers to meet privately with residents.

#### SECTION SEVEN: STAFF RECOMMENDATION

**Recommended for funding?** Yes

**Amount recommended:** \$26,997

#### SECTION ONE: APPLICANT DETAILS

Name of Community Board	Staff member and position	Staff member contact details (email & phone)
Te Pātaka o Rākaihautū Banks Peninsula Community Board	Jane Harrison Community Development Advisor	Jane.harrison@ccc.govt.nz 03 941-5688

#### SECTION TWO: PROJECT DETAILS

Name of Project	Project Description
Pigeon Bay Settler's Hall Veranda Repairs	Replacement of rotting timbers on veranda and damaged soffit and flashings.

#### Alignment to Funding Priorities

Better-Off Fund Priorities	Council Strategies	Community Board Plan Priorities
Local community facilities	Strengthening Communities Together Strategy	Improve infrastructure to support community resilience

(Repairing infrastructure/facilities)	-People -Participation -Preparedness  Infrastructure Strategy	Good social and physical connections for our communities
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### SECTION THREE: PROJECT DELIVERY

2. Will the project be delivered in partnership with an external community organisation? **Yes** / No

If Yes

Name of Organisation	Contact person and position	Contact details (email & phone)
Pigeon Bay Incorporated Society	Pam Richardson - Chair	

4. Will the project be delivered by the local Community Governance Team? No

5. Will the project be delivered by another Council Unit? No  
Has the Unit Head agreed to the project? Yes / No N/A as a Parks facility

### SECTION FOUR: PROJECT BUDGET

Total Cost of Project \$18,492

#### Budget items requested

Item	Amount
Replace rotting timbers on veranda and leak damaged soffit. Repair damaged flashings on veranda roof.	\$18,492
<b>TOTAL</b>	<b>\$18,492</b>

Are there any other sources of funding contributing to the project? No

Other funding source	Amount
	\$
<b>TOTAL</b>	<b>\$</b>

#### Any other comments on budget?

While every effort has been made to ensure the project budget covers all costs, if unforeseen costs arise, the project scope would need to be altered to fit within the project budget or additional funding would need to be sought by Pigeon Bay Incorporated Society.

### SECTION FIVE: TIMEFRAMES AND REPORTING

Expected start date of project:	Once funding is received and based on when contractor can start
Expected end date of project:	To be confirmed

Reporting – How will you report to the Board on progress of the project and how often?
Regular updates will be provided to the Board in the Area Report.

#### SECTION SIX: STAFF ASSESSMENT

Pigeon Bay Settlers Hall, 40 Wharf Road is 381m<sup>2</sup> 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. It is the only facility where the community are able to meet in Pigeon Bay.

The Pigeon Bay Settler's Hall is well-used and managed by a passionate group of local volunteers who regularly hold working bees to maintain and update the building. It holds significant historic value to the Pigeon Bay community. Damage sustained during the 2011 earthquakes has resulted in water leaking from the roof flashings over the veranda, causing timbers to rot in the soffit. There are also rotten timbers in the veranda supports and sill. The community are concerned that further damage to this historic building will undermine its structural integrity, making full earthquake repairs untenable and would like to see this situation remedied as soon as possible. Earthquake strengthening need to be completed by 2035.

#### SECTION SEVEN: STAFF RECOMMENDATION

**Recommended for funding?** Yes

**Amount recommended:** \$18,492

#### SECTION ONE: APPLICANT DETAILS

Name of Community Board	Staff member and position	Staff member contact details (email & phone)
Te Pātaka o Rākaihautū Banks Peninsula Community Board	Jane Harrison Community Development Advisor	Jane.harrison@ccc.govt.nz 03 941-5688

#### SECTION TWO: PROJECT DETAILS

Name of Project	Project Description
Okuti Valley Hall Toilet Upgrade and Deck Replacement	Upgrades to toilets and replacement of damaged deck.

#### Alignment to Funding Priorities

Better-Off Fund Priorities	Council Strategies	Community Board Plan Priorities
Local community facilities (Repairing infrastructure/facilities)	Strengthening Communities Together Strategy -People -Participation -Preparedness  Infrastructure Strategy	Improve infrastructure to support community resilience  Good social and physical connections for our communities



### SECTION THREE: PROJECT DELIVERY

3. Will the project be delivered in partnership with an external community organisation? **Yes** / No

If Yes

Name of Organisation	Contact person and position	Contact details (email & phone)
Okuti Valley Recreation and Sports Club	Rennie Davidson - Chair	

6. Will the project be delivered by the local Community Governance Team? No

7. Will the project be delivered by another Council Unit? No  
Has the Unit Head agreed to the project? **Yes** / No

### SECTION FOUR: PROJECT BUDGET

Total Cost of Project \$12,500

Budget items requested

Item	Amount
Toilet Upgrade	\$5,500
Deck Replacement	\$7,000
<b>TOTAL</b>	<b>\$12,500</b>

Are there any other sources of funding contributing to the project? No

Other funding source	Amount
Parks Unit	\$2,500
	\$
<b>TOTAL</b>	<b>\$2,500</b>

Any other comments on budget?

While every effort has been made to ensure the project budget covers all costs, if unforeseen costs arise, the project scope would need to be altered to fit within the project budget or additional funding would need to be sought by Okuti Valley Recreation and Sports Club.

### SECTION FIVE: TIMEFRAMES AND REPORTING

Expected start date of project:	Once funding is received and based on when contractor can start
Expected end date of project:	To be confirmed

Reporting - How will you report to the Board on progress of the project and how often?

Regular updates will be provided to the Board in the Area Report.

#### SECTION SIX: STAFF ASSESSMENT

173 Okuti Valley Road is a facility of the Parks Unit of Council. It meets 39% of National Building Standard. It comprises a former school classroom space, an adjacent storeroom and recently refurbished kitchen (90m<sup>2</sup>). To the side there is an external toilet block with storage for cleaning supplies (around 20 m<sup>2</sup>). The facility has a veranda with 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.

The Okuti Valley Hall is a well-used community facility that was once the local school building. The decking in front of the hall, which is used to enter the building, is worn and damaged and is now considered unsafe by those who use it. The adjacent toilet block is leaking from outside and from a urinal. It requires a fresh coat of paint as well as works to repair the leaks. There is no toilet inside the hall, so this building acts as both a public toilet and amenity for those using the facility. The Parks Unit have agreed to contribute \$2,500 towards the project and have approved the planned works.

#### SECTION SEVEN: STAFF RECOMMENDATION

**Recommended for funding?** Yes

**Amount recommended:** \$10,000

#### SECTION ONE: APPLICANT DETAILS

Name of Community Board	Staff member and position	Staff member contact details (email & phone)
Te Pātaka o Rākaihautū Banks Peninsula Community Board	Jo Wells Community Development Advisor	Jo.Wells@ccc.govt.nz 03 941-5312

#### SECTION TWO: PROJECT DETAILS

Name of Project	Project Description
Mānawa Kāwhiu Lyttelton Recreation Centre Entrance heating / improvements	Heating / improvements to the entrance area of Mānawa Kāwhiu Lyttelton Recreation Centre

#### Alignment to Funding Priorities

Better-Off Fund Priorities	Council Strategies	Community Board Plan Priorities
Local community facilities	Strengthening Communities Together Strategy	Improve infrastructure to support community resilience

(Repairing infrastructure/facilities)	-People -Participation -Preparedness  Infrastructure Strategy	
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### SECTION THREE: PROJECT DELIVERY

4. Will the project be delivered in partnership with an external community organisation?

Yes / No

If Yes

Name of Organisation	Contact person and position	Contact details (email & phone)
Lyttelton Recreation Centre Trust	Eve Mickell - Manager	

5. Will the project be delivered by the local Community Governance Team? No

6. Will the project be delivered by another Council Unit? Yes

Has the Unit Head agreed to the project? Yes / No

### SECTION FOUR: PROJECT BUDGET

Total Cost of Project \$5,000

Budget items requested

Item	Amount
Heating / improvements to entrance area	\$5,000
<b>TOTAL</b>	<b>\$5,000</b>

Are there any other sources of funding contributing to the project? No

Other funding source	Amount
	\$
<b>TOTAL</b>	<b>\$</b>

Any other comments on budget?

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### SECTION FIVE: TIMEFRAMES AND REPORTING

<b>Expected start date of project:</b>	Once funding is received and based on when contractor can start
<b>Expected end date of project:</b>	Approximately 3 months to complete

**Reporting – How will you report to the Board on progress of the project and how often?**

Regular updates will be provided to the Board in the Area Report.

**SECTION SIX: STAFF ASSESSMENT**

Mānawa Kāwhiu Lyttelton Recreation Centre is located at 25 Winchester Street and is 245m<sup>2</sup> in size. It 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 for males and females.

The Lyttelton Recreation Centre Trust has seven board members and meet monthly. Governance capacity of the group is strong. 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.

This funding is to add heating in the entrance area of the hall along with any changes that are within the budget that provide both a welcoming area for users of the facility along with a functional workspace for the manager.

Mānawa Kāwhiu 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. Having heating in the entrance will ensure people gathering in this space are able to be warm in winter/ cool in summer.

**SECTION SEVEN: STAFF RECOMMENDATION**

**Recommended for funding?** Yes

**Amount recommended:** \$5,000

SECTION ONE: APPLICANT DETAILS		
Name of Community Board	Staff member and position	Staff member contact details (email & phone)
Te Pātaka o Rākaihautū Banks Peninsula Community Board	Andrea Wild, Community Development Adviser	Andrea.wild@ccc.govt.nz 03 941 5605

SECTION TWO: PROJECT DETAILS	
Name of Project	Project Description
Diamond Harbour Hall – Driveway and drainage	The driveway down to the Hall main entrance will be excavated and re-laid. It is deteriorating and the Committee feel is a trip hazard. The problem of water pooling at the bottom of the driveway will also be addressed by this work as once excavated, the driveway will be reshaped, a new sump will be installed and the stormwater pipe to outlet will be renewed.

**Alignment to Funding Priorities**

Better-Off Fund Priorities	Council Strategies	Community Board Plan Priorities
Local community facilities (Repairing infrastructure/facilities)	Strengthening Communities Together Strategy -People -Participation -Preparedness  Infrastructure Strategy	Improve infrastructure to support community resilience  Good social and physical connections for our communities

**SECTION THREE: PROJECT DELIVERY**

4. Will the project be delivered in partnership with an external community organisation? **Yes** / No

If Yes

Name of Organisation	Contact person and position	Contact details (email & phone)
Diamond Harbour Community Association	Karen Colyer – member of DHCA, person in charge of DH Hall.	

8. Will the project be delivered by the local Community Governance Team? No
9. Will the project be delivered by another Council Unit? **Yes**  
Has the Unit Head agreed to the project? **Yes** / No

**SECTION FOUR: PROJECT BUDGET**

Total Cost of Project \$25,000

**Budget items requested**

Item	Amount
<ul style="list-style-type: none"> <li>Remove and dispose of deteriorated existing asphalt surface and excavate/reshape base to new falls.</li> <li>Install new sump including excavation and renewal of stormwater pipe to outlet</li> <li>Prepare driveway base and lay new asphalt (approx. 130 m2)</li> </ul>	
<b>TOTAL</b>	<b>\$25,000</b>

**Are there any other sources of funding contributing to the project?** No

Other funding source	Amount
	\$
<b>TOTAL</b>	<b>\$</b>

**Any other comments on budget?**

While every effort has been made to ensure the project budget covers all costs, if unforeseen costs arise, the project scope would need to be altered to fit within the project budget or additional funding would need to be sought by Diamond Harbour Community Association.

**SECTION FIVE: TIMEFRAMES AND REPORTING**

<b>Expected start date of project:</b>	Once funding is received and based on when contractor can start
<b>Expected end date of project:</b>	To be confirmed

**Reporting - How will you report to the Board on progress of the project and how often?**

Regular updates will be provided to the Board in the Area Report.

**SECTION SIX: STAFF ASSESSMENT**

Diamond Harbour Hall was built in 1954 and is 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 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.

The committee are concerned that the deteriorating path down to the main entrance is a trip hazard for users of the Hall. In addition, they have reported that water pools at the bottom of the driveway, rather than draining to the sump. The scope of works included here would fix both issues by removing and disposing of the deteriorated existing asphalt surface and excavating and reshaping the base to new falls. A new sump would be installed and the stormwater pipe to the outlet would be excavated and renewed. The driveway would then be prepared with a base and new asphalt laid.

The Hall is very well utilised and the committee feel that these works will enhance the Hall and reduce the risk of trips/falls.

#### SECTION SEVEN: STAFF RECOMMENDATION

**Recommended for funding?** Yes

**Amount recommended:** \$25,000

#### SECTION ONE: APPLICANT DETAILS

Name of Community Board	Staff member and position	Staff member contact details (email & phone)
Te Pātaka o Rākaihautū Banks Peninsula Community Board	Andrea Wild Community Development Advisor	Andrea.Wild@ccc.govt.nz 03 941-65605

#### SECTION TWO: PROJECT DETAILS

Name of Project	Project Description
Allandale Hall - Works to enable the Hall to reopen	Allandale Hall is currently closed for community use due to safety concerns. The floor has areas which are rotting, and the water system was identified as having E-Coli in 2023.  This project will replace floor and wall framing in the most damaged areas and instal sub-floor mechanical ventilation to prevent/slow down further rot. It will also include an upgrade to the water system to meet new Water Act requirements.

#### Alignment to Funding Priorities

Better-Off Fund Priorities	Council Strategies	Community Board Plan Priorities
Local community facilities (Repairing infrastructure/facilities)	Strengthening Communities Together Strategy -People -Participation -Preparedness  Infrastructure Strategy	Improve infrastructure to support community resilience  Good social and physical connections for our communities

#### SECTION THREE: PROJECT DELIVERY

5. Will the project be delivered in partnership with an external community organisation? **Yes** / No

If Yes

Name of Organisation	Contact person and position	Contact details (email & phone)
Allandale Reserve Committee	Graham Barrell (Chair)	
Governors Bay Community Association	John Bannock (Chair)	

10. Will the project be delivered by the local Community Governance Team? No
11. Will the project be delivered by another Council Unit? To be confirmed.
12. Has the Unit Head agreed to the project? Yes / No  
When considering the Long Term Plan in July 2024, the Council made the following recommendation: *That the Council requests staff to work with the Governors Bay Residents' Association regarding the options and works required to open the Allandale Hall to inform the capital required as part of the next Annual Plan process.*

**SECTION FOUR: PROJECT BUDGET**

**Total Cost of Project** \$78,450.00

**Budget items requested**

Item	Amount
Sub-floor mechanical ventilation and replacement of floor and wall framing in most damaged area only	\$43,450
Upgrade water system to meet new Water Act requirements	\$35,000
<b>TOTAL</b>	<b>\$78,450.00</b>

**Are there any other sources of funding contributing to the project?** No

Other funding source	Amount
Potentially the 25/26 Council Annual Plan	\$
<b>TOTAL</b>	<b>\$</b>

**Any other comments on budget?**

<p>As noted, in considering the Long Term Plan in July 2024, the Council made the following recommendation: <i>That the Council requests staff to work with the Governors Bay Residents' Association regarding the options and works required to open the Allandale Hall to inform the capital required as part of the next Annual Plan process.</i></p> <p>The above process will enable a full understanding of the scope of works and budget required to reopen the Hall for community use.</p>
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**SECTION FIVE: TIMEFRAMES AND REPORTING**

<b>Expected start date of project:</b>	
<b>Expected end date of project:</b>	

**Reporting – How will you report to the Board on progress of the project and how often?**

Through the Area Report to the Community Board six monthly



#### SECTION SIX: STAFF ASSESSMENT

Allandale Hall, 13 Governors Bay – Teddington Road, is over 120 years old. It is recorded as meeting 67 % of National Building Standards and has an insurance value of \$1,861,000. It is 238 m2 in size.

The facility is overseen by the Allandale Reserve Committee, with Governors Bay Community Association handling all financial transactions, booking etc. on behalf of the Reserve Committee.

Allandale Hall is the only community venue in Allandale – Teddington available for public access. Living Springs is a large private complex nearby, but it is heavily booked for camps, retreats and conferences.

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. Repairs were solely focused on repairing earthquake damage and did not address an underlying, significant issue. Previous alterations and additions have included an annex added onto a concrete base. This has blocked off/obstructed ventilation under the main hall area. The hall sits on damp, marshy land, and without adequate ventilation, the floor of the main hall has suffered extensive gradual decay / damage.

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 the Council. As part of the 2017 repairs a UV system was installed to treat the water. However, since then, new national Drinking Water Standards have been introduced, and there is now a need for an upgrade to this system and for the well area to be securely fenced.

When the facility was in use, it was an extremely popular low-cost venue for weddings, birthdays, and funerals and less commonly, larger community fundraisers such as quizzes, school discos and other full school events (Governors Bay Primary School does not have a School Hall). It typically had three weddings booked per month during “wedding season,” serving the harbour basin but also people from the wider Christchurch community and beyond.

The Allandale Reserve 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.

Allandale Hall is identified in the 2017 Coastal Hazard Assessment for Christchurch and Banks Peninsula (Tonkin & Taylor) as having potential coastal influence (CCC, 2024). The Committee are aware of the Coastal Hazards work being undertaken and the future identified risk but understand that this is 20+ years into the future and feel that the Hall has a significant role to play for the community in the interim.

When considering the Long Term Plan in July 2024, the Council made the following recommendation: *That the Council requests staff to work with the Governors Bay Residents' Association regarding the options and works required to open the Allandale Hall to inform the capital required as part of the next Annual Plan process.*

The above process will enable a full understanding of the scope of works and budget required to reopen the Hall for community use.

#### SECTION SEVEN: STAFF RECOMMENDATION

**Recommended for funding?** Yes

**Amount recommended:** \$21,324 (towards the required works)

<b>SECTION ONE: APPLICANT DETAILS</b>		
<b>Name of Community Board</b>	<b>Staff member and position</b>	<b>Staff member contact details (email &amp; phone)</b>
Te Pātaka o Rākaihautū Banks Peninsula Community Board	Jo Wells Community Development Advisor	Jo.Wells@ccc.govt.nz 03 941-5312

<b>SECTION TWO: PROJECT DETAILS</b>	
<b>Name of Project</b>	<b>Project Description</b>
Planning and Contingency	<p>Planning and Contingency funds for Better-Off Funded projects including:</p> <ul style="list-style-type: none"> <li>• Toilet, kitchen and walkway upgrade of the Port Levy Community Hall Kitchen and Toilet block.</li> <li>• Construction of two storage sheds at Te Mata Hapuku Birdlings Flat Community Centre.</li> <li>• Pigeon Bay Settler's Hall Veranda Repairs.</li> <li>• Okuti Valley Hall Toilet Upgrade and Deck Replacement.</li> <li>• Mānawa Kāwhiu Lyttelton Recreation Centre Entrance heating / improvements.</li> <li>• Diamond Harbour Hall – Driveway and drainage.</li> </ul>

**Alignment to Funding Priorities**

<b>Better-Off Fund Priorities</b>	<b>Council Strategies</b>	<b>Community Board Plan Priorities</b>
Local community facilities (Repairing infrastructure/facilities)	<p>Strengthening Communities Together Strategy</p> <ul style="list-style-type: none"> <li>-People</li> <li>-Participation</li> <li>-Preparedness</li> </ul> <p>Infrastructure Strategy</p>	<p>Improve infrastructure to support community resilience</p> <p>Good social and physical connections for our communities</p>

### SECTION THREE: PROJECT DELIVERY

6. Will the project be delivered in partnership with an external community organisation? Yes / No

If Yes

Name of Organisation	Contact person and position	Contact details (email & phone)
Refer to previous project briefs		

13. Will the project be delivered by the local Community Governance Team? No

14. Will the project be delivered by another Council Unit?

15. Has the Unit Head agreed to the project? Yes / No

### SECTION FOUR: PROJECT BUDGET

Total Cost of Project \$20,000

Budget items requested

Item	Amount
Planning and Contingency	\$20,000
<b>TOTAL</b>	<b>\$20,000</b>

Are there any other sources of funding contributing to the project? No

Other funding source	Amount
	\$
<b>TOTAL</b>	<b>\$</b>

Any other comments on budget?

Requests for these funds will be considered by Banks Peninsula Community Governance Team in collaboration with Community Facilities team. Any remaining funds to be transferred to the funds set aside for Allandale Hall.
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### SECTION FIVE: TIMEFRAMES AND REPORTING

Expected start date of project:	
Expected end date of project:	

<b>Reporting – How will you report to the Board on progress of the project and how often?</b>
Through the Area Report to the Community Board six monthly

**SECTION SIX: STAFF ASSESSMENT**

Enables planning and contingency costs to be sought for Better-Off Funded projects to ensure they are able to successfully be completed and meet all regulatory requirements.

**SECTION SEVEN: STAFF RECOMMENDATION**

**Recommended for funding?** Yes

**Amount recommended:** \$20,000



11. 2024/2025 Discretionary Response Fund Applications - Cass Bay Residents' Association, Little River Playcentre Association, Little River Railway Station Trust

Reference Te Tohutoro: 24/1467520  
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 Pūtaka Pūrongo

- 1.1 The purpose of this report is for the Te Pātaka o Rākaihautū Banks Peninsula Community Board to consider an application for funding from its 2024/25 Discretionary Response Fund from the organisation(s) listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
68069	Cass Bay Residents' Association	Cass Bay Emergency Hub – Mobile Emergency Kit	\$636	\$636
67952	Little River Playcentre Association	Bark renewal in Little River Playcentre playground	\$2,282	\$2,000
67922	Little River Railway Station Trust	Blinds for the recently refurbished Railway Station Museum and fit out for a new workshop in the Little River Railway Station Goods Shed.	\$9,991	\$5,000

- 1.2 There is currently a balance of \$30,765 remaining in the fund.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the 2024/2025 Discretionary Response Fund Applications - Cass Bay Residents' Association, Little River Playcentre Association, Little River Railway Station Trust 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 \$636 from its 2024/2025 Discretionary Response Fund to Cass Bay residents Association towards the Cass Bay Emergency Hub – Mobile Emergency Kit.
4. Approve a grant of \$2,000 from its 2024/2025 Discretionary Response Fund to Little River Play Centre Association towards the bark renewal in Little River Playcentre playground.



5. Approves a grant of \$5,000 from its 2024/2025 Discretionary Response Fund to Little River Railway Station Trust towards the Blinds for the recently refurbished Railway Station Museum and fit out for a new workshop in the Little River Railway Station Goods Shed.

3. Key Points Ngā Take Matua

Strategic Alignment Te Rautaki Tīaroaro

- 3.1 The recommendations above are aligned with the Council's Strategic Framework and in particular the strategic priority to Be an inclusive and equitable city.
- 3.2 The recommendations are consistent with the Strengthening Communities Together Strategy.

Decision Making Authority Te Mana Whakatau

- 3.3 The Community Board has the delegated authority to determine the allocation of the Discretionary Response Fund for each community.
- 3.3.1 Allocations must be consistent with any Council-adopted policies, standards or criteria.
- 3.3.2 The Fund does not cover:
- Legal or environmental court challenges against the Council, Council Controlled Organisations, or Community Board decisions.
  - Projects or initiatives that change the scope of a Council project or 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

- 3.4 The decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
- 3.5 The significance level 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 At the time of writing, the balance of the 2024/25 Discretionary Response Fund is:

Total Budget 2020/21	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$35,265	\$4,500	\$30,765	\$23,129

- 3.8 Based on the current Discretionary Response Fund criteria, the applications above are eligible for funding.
- 3.9 The attached Decision Matrix provides detailed information for the applications. This includes organisational details, project details, financial information, and a staff assessment.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Discretionary Response Fund Decision Matrix 68069 - Cass Bay Residents' Association 9 September 2024	24/1449663	114
B  	Discretionary Response Fund Decision Matrix 67922- Little River Railway Station 9 September 2024	24/1416280	115
C  	Discretionary Response Fund Decision Matrix 67952 - Little River Playcentre Association 9 September 2024	24/1416313	116

Signatories Ngā Kaiwaitohu

Author	Dane Moir - 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 <b>significantly</b> 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.

00068069	Organisation Name	Name and Description	Total Cost	Staff Recommendation	Priority
	Cass Bay Residents' Association Incorporated	<b>Cass Bay Emergency Hub</b> Cass Bay Residents' Association is applying for \$636 towards their Cass Bay Emergency Hub project to set up a mobile emergency kit.	\$636 <b>Requested</b> \$636 (100% requested)	<b>\$636</b> Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$636 from its 2024-25 Discretionary Response Fund to Cass Bay Residents' Association Incorporated towards equipment for a Cass Bay Mobile Emergency Kit.	<b>2</b>

<b>Organisation Details</b> Service Base: Cass Bay Legal Status: Incorporated Society Established: 6/06/2006 Target Groups: Community Development Annual Volunteer Hours: 2500 Participants: 550  <b>Alignment with Council Strategies</b> <ul style="list-style-type: none"> <li>Community Board priority - Proactive planning for climate change</li> <li>Strengthening Communities Together Strategy - Objective 4.1: Work with communities to prepare for and respond to emergencies, and also increase climate resilience and</li> <li>Adaptation action</li> </ul> <b>CCC Funding History</b> 2024/25 - \$500 (volunteer recognition) SCF BP 2021/22 - \$998.00 (equipment material) Community Fund Activation Fund Council Initiated	<b>Other Sources of Funding</b> Nil  <b>Staff Assessment</b> This work is being led by Cass Bay Residents' Association. The Cass Bay Emergency Hub project will support disaster preparation by ensuring Cass Bay have a mobile emergency kit set up. The Cass Bay Residents' Association is working closely with CCC CDEM Team and linking with other formal groups and organisations across the Peninsula with an interest in civil defence and emergency management. They are seeking a grant to cover the costs of the basic equipment required for the Mobile Emergency Kit (walkie talkies, torches, batteries, first aid kit, high-vis vests etc.). Rationale for staff recommendation: This project strongly aligns with the Community Board Plan 2023-25 Proactive planning for climate change priority and the Strengthening Communities Together Strategy Preparedness Pillar by supporting community-led resilience planning.
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## 2023/24 DRF BANKS PENINSULA DECISION MATRIX

### Priority Rating

One	Meets all eligibility criteria and contributes <b>significantly</b> 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.

00067922	Organisation Name	Name and Description	Total Cost	Staff Recommendation	Priority
	Little River Railway Station Trust	<b>Goods Shed setup/museum blinds</b>  Blinds for the recently refurbished Railway Station Museum and fit out for a new workshop in the Little River Railway Station Goods Shed.	<b>\$ 9,991</b>  <b>Requested</b> \$ 9,991 (100% requested)	<b>\$ 5,000</b>  Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$5,000 from its 2024-25 Discretionary Response Fund to the Little River Railway Station Trust towards the installation of a workshop in the Goods Shed and for blinds for the Railway Station Museum.	<b>2</b>

<b>Organisation Details</b> Service Base: 4235C Christchurch Akaroa Rd Little River 7591  Legal Status: Charitable Trust Established: 4/03/1993 Target Groups: Community Development  Annual Volunteer Hours: 624 Participants: 145,000  <b>Alignment with Council Strategies</b> <ul style="list-style-type: none"> <li>Heritage Strategy</li> <li>Strengthening Communities Together Strategy</li> </ul> <b>CCC Funding History</b>	<b>Other Sources of Funding</b> Nil  <b>Staff Assessment</b> The Little River Railway Station Trust was formed in March 1993 with the aim of preserving and enhancing the historic buildings, carriages, lines and surrounding environs of the Little River Railway Station. The Station is a key point of interest in the Little River community for both locals and visitors alike. It reflects the history and identity of this Banks Peninsula settlement and carries much meaning for the local community. The Trust works closely with Council Parks and Heritage staff to ensure that the site is maintained and enhanced in keeping with the heritage nature of the buildings.  The railway station sits in the village centre at Little River and is a key attraction for the many visitors that pass through on their way to exploring the Peninsula. The Railway Station itself houses the Little River Craft Station, a co-operative of local craftspeople and artisans as well as the Little River Information Station that provides information for visitors about the wider Akaroa Harbour area. It also houses a small museum in the old Post Office section of the building. The group has recorded up to 145,000 visitors each year.  This application is for two projects: 1. The Little River Railway Goods Shed adjacent to the Railway Station is a large, enclosed space in which to establish a workshop to enable Trust members to repair and maintain the rolling stock and environs at the railway station. This application is for the materials and installation costs of constructing the workshop interior. Once established, it is proposed that the workshop will be used for running "Men's Shed" type activities for the wider Wairewa community. 2. The 4 windows in the Little River Museum, situated in the Post Office area of the Little River Railway Station, need to have the sunlight filtered through the windows to protect the exhibits. The blinds will be similar to those in the original Post Office, maintaining the heritage nature of the building. There are 4 windows to be covered by the blinds which will have a 3% openness factor.  Rationale for staff recommendation: - This application aligns with the Strengthening Communities Together Strategy People and Place pillars as the Railway Station provides a point of connection for local community members and a strong sense of the history of the Little River settlement. - This application aligns with the Heritage Strategy which seeks to preserve and enhance buildings and places with strong heritage status in local communities, which the Railway Station provides for Little River.
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## 2023/24 DRF BANKS PENINSULA DECISION MATRIX

### Priority Rating

One	Meets all eligibility criteria and contributes <b>significantly</b> 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.

00067952	Organisation Name	Name and Description	Total Cost	Staff Recommendation	Priority
	Little River Playcentre	<b>Bark renewal</b>  Bark renewal in Little River Playcentre playground	\$ 2,282  <b>Requested</b> \$ 2,282 (100% requested)	<b>\$ 2,000</b>  That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$2,000 from its 2024-25 Discretionary Response Fund to Little River Playcentre towards soft fall bark for the outdoor playground.	<b>2</b>

<b>Organisation Details</b> Service Base: 46 Western Valley Rd Little River Legal Status: Incorporated Society Established: 2/12/1947 Target Groups: Education Annual Volunteer Hours: 150 Participants: 35  <b>Alignment with Council Strategies</b> <ul style="list-style-type: none"> <li>Strengthening Communities Together Strategy</li> </ul> <b>CCC Funding History</b>	<b>Other Sources of Funding</b> none  <b>Staff Assessment</b> Little River Playcentre (LRP) is a parent run play-based learning collaborative operating from a site adjacent to Little River School and the Awa Iti Reserve. The organisation's purpose is focused on the use, management and maintenance of the Playcentre. LRP provides a unique local early childhood experience with opportunities for whanau/families to learn together. Their program of education includes child development, learning through play, parenting skills, planning and delivering early childhood education, facilitation and management skills. The centre is managed mostly by parent volunteers and is open three mornings a week. The facility is also used by the wider Little River community as it is accessible to member families and community members after hours.  This application is for new bark for the soft fall area beneath the playground outside in the centre, which is required to be at a consistent depth of 300mm to meet health and safety regulations. Rationale for staff recommendation: - This application aligns with the Strengthening Communities Together Strategy People pillar as LRP enables families to connect and learn together, while also making their playground available to the wider community after hours.
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12. Te Pātaka o Rākaihautū Banks Peninsula Community Board  
Area Report - September 2024

Reference Te Tohutoro: 24/1446668  
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 - September 2024.

3. Community Support, Governance and Partnership Activity

3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Life in Akaroa – Strengths and Needs Project	Staff continue work gathering a “snapshot” of perceived strengths and needs in Akaroa. The period allocated to interviews and focus groups has extended due to increased community interest.	Ongoing	Good social and physical connections for our communities
Akaroa Sports Courts Redevelopment	Staff continue to provide support to Banks Peninsula Sport and Recreation as progress continues in regard to the redevelopment of the Akaroa sports courts.	Ongoing	Good social and physical connections for our communities
Preparations for community engagement regarding BP Meats site	Staff provided local advice and support to the Council’s Engagement Advisor working toward community engagement regarding the future of the BP Meats site	Ongoing	Support community-based solutions for currently unused significant Council-owned sites
Community Workshop – Our Play Spaces Network Plan	A workshop was held via Zoom on 20 August 2024 to get community input into the Play Spaces Network Plan which is currently being developed. A survey is currently open seeking feedback about how people and their whānau use play spaces across Ōtautahi Christchurch The survey is available at this link:	Ongoing	Good social and physical connections for our communities

Activity	Detail	Timeline	Strategic Alignment
	<a href="https://letstalk.ccc.govt.nz/Playspaces/play-spaces-network-plan-full-survey">https://letstalk.ccc.govt.nz/Playspaces/play-spaces-network-plan-full-survey</a>		
Community Response Planning	Each of the Community Hub leads in Whakaraupō have been supplied with A1 laminated maps of their areas to support them in planning for and responding to emergencies.	Completed	Proactive planning for climate change
Car Parking outside Lyttelton Community House	Lyttelton Community House have requested mobility car parking outside their building to enable people better access as well as accommodating deliveries. A transport staff member will meet on site to look at options to address parking needs.	Ongoing	Good social and physical connections for our communities
Te Ūaka Lyttelton Museum	Staff met with members of the Museum Committee to support them in their fundraising efforts.	Ongoing	Good social and physical connections for our communities
Te Puna Auaha	Staff are working with the group to help them with their Strategic Planning and identification of their short, medium and long-term goals.	Ongoing	Good social and physical connections for our communities
Te Ahu Pātiki Community Garden Group	Te Ahu Pātiki Community Garden Group have expressed an interest in a small parcel of the Hunters Road land for the development of a community garden. Staff are working with the group and other units of Council to ascertain how they may go about this.	Ongoing	Good social and physical connections for our communities  Proactive planning for climate change
Grubb Cottage Trust	Staff are working with the Grubb Cottage Trust around funding and insurance for the cottage.	Ongoing	Good social and physical connections for our communities
Legal changes affecting community groups	Staff have been widely promoting the free Community Law workshops which aim to support groups with the requirement to update constitutions and re-register in order to stay incorporated as a result of the new Incorporated Societies Act. Community Law are also hosting sessions about the requirements for all registered to charities to do a governance review which staff have been encouraging community groups to attend.	Ongoing	Good social and physical connections for our communities
Eastern Bays Flooding	Staff are working with communities to understand issues in the Eastern Bays so that we can better understand and begin to resolve flooding issues.	Ongoing	Proactive planning for climate change
Working with funding partners	Staff are working with external funding partners to better understand how we can better assist applicants to apply for and receive external funding.	Ongoing	Good social and physical connections for our communities

**Item 12**

Activity	Detail	Timeline	Strategic Alignment
Gaiety Hall Agreement Renewal	Staff worked with Gaiety Trust and the Council's Community Facilities team to review and renew the Gaiety Hall Agreement	Completed	Good social and physical connections for our communities
Coronation Library Little River	The Little River Wairewa Community Trust continue to work with staff to prepare for taking on the management of the Coronation Library once repairs are completed later in 2024. They are in the process of assessing what furniture/equipment will be needed and preparing funding applications. The Trust will also work with the Wairewa Rūnanga on naming and possible collaboration on activation of the facility.	Ongoing	Good social and physical connections for our communities
Little River Railway Station Goods Shed Workshop	The Little River Railway Station Trust have submitted a funding application for the materials to build a workshop inside the railway Goods Shed, which can be used for a "Men's Shed" type workshop for the Little River community.	Ongoing	Good social and physical connections for our communities
Little River Big Ideas Community Plan Reset	Data analysis is complete, and results will be shared with Wairewa communities before the document goes to publication.	Ongoing	Good social and physical connections for our communities
Birdlings Flat Art on the Fence Landscaping and Children's Art Space	The landscaping plan for the area around the Art on the Fence installation has been accepted by staff and implementation is underway. Plans are also underway for a Children's Art Space in the bus stop adjacent to this project.	Ongoing	Good social and physical connections for our communities

Item 12

### 3.2 Community Funding Summary

3.2.1 **Discretionary Response Fund** - As at 21 August 2024 the Discretionary Response Fund unallocated balance for 2024/25 is \$35,324. The Discretionary Response Fund summary as at 21 August 2024 is attached. **(Attachment A)**

3.2.2 **Strengthening Communities Fund** – The Board considered applications to the 2024/25 Te Pātaka o Rākaihautū Banks Peninsula Community Board Strengthening Communities Fund at its 12 August 2024 meeting.

#### 3.2.3 Summer with your Neighbours

At its meeting on 12 August 2024, the Board resolved to allocate \$3,000 from its 2024-25 Discretionary Response Fund towards Summer with your Neighbours 2024-25 and delegated allocation of the Summer with your Neighbours Fund up to \$300 to the Community Governance Manager. By the closing date, 15 eligible applications had been received. The following Summer with your Neighbours has been allocated:

Applicant	Activity	No. attending	Amount
Okuti Recreation and Sports Club	Local Families BBQ	40-50	\$125

Applicant	Activity	No. attending	Amount
Cass Bay Residents Association	Halloween Party	80	\$200
Okains Bay Māori & Colonial Museum	Christmas Tree Exhibition and Community Event	200+	\$300
Allister Cotter	Community BBQ	30-60	\$150
Claire Armstrong	Community BBQ	50	\$125
Project Lyttelton	Summer picnic/ children's Garden launch	25	\$100
Little River Wairewa Community Trust	Community breakfast	400+	\$300
Diamond Harbour Playcentre	Summer Party	50	\$125
Olga Naumova	Street Planting shared garden/BBQ and Pizza making	14	\$50
Pigeon Bay Society Incorporated	Christmas Gathering	60	\$120
Bianca Woyak	Street BBQ	30	\$100
Wendy Coles	Neighbourhood Support Group get together	15	\$50
Takamatua Ratepayers Association	Potluck dinner and impromptu games	80-100	\$250
Annette Gray	Santa's Grotto and Fun day	200	\$300
Cass Bay Residents Association	A games and sports afternoon and BBQ	80	\$200

The allocations are based (not exact) on a formula used across the city and each event will essentially receive the total amount requested up to a maximum of \$300, whichever is less.

The unspent Summer with your Neighbours funding will be returned to the 2024-25 Te Pātaka o Rākaihautū Banks Peninsula Community Board Discretionary Response Fund.

### 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 Te Pātaka o Rākaihautū Banks Peninsula.

Project	Closing Date	Link
Life in Christchurch Neighbourhoods Survey	8 September 2024	<a href="#">Life in Christchurch - Neighbourhoods Survey   Kōrero mai   Let's talk (ccc.govt.nz)</a>



A full list of open consultations can be found on the Council's Lets Talk website at <https://letstalk.ccc.govt.nz/>

3.3.3 **Start Work Notices - Various Start Work Notices have been sent to the Board** throughout the month. All Board area and city-wide start work notices can be found at: <https://ccc.govt.nz/transport/works>.

3.3.4 **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 12 August 2024 meeting:

- Little River Walkways Action Group.
- Mayor's Residents' Association Forum.

3.4.2 **Board Information Sessions/Workshop** – the Board received the following briefings during July/August 2024:

- Good-to-go ways to get to school.
- 177 Purau Avenue transfer to Te Hapu o Ngāti Wheke
- Whakaraupō Lyttelton and Koukourarata Port Levey Adaptation Plan.
- Stormwater management plan for settlements of Te Pātaka o Rākaihautū Banks Peninsula.
- Hybris reporting.
- Introduction of the Parks In-house Maintenance Team.
- Parks and Reserves Bylaw Review 2024.
- Former Lyttelton Council Stables Site Update.

## 4. Advice Provided to the Community Board Ngā Kupu Tohutohu ka hoatu ki te Poari Hapori

4.1 **Britomart Memorial** – At the Board's 6 May 2024 meeting *the Board agreed to request staff advice on the planned repairs to the Britomart Memorial in Akaroa*. Staff have provided the following advice:

There are two parts to this project with one being the central monument and the second being the surrounding landscape.

The monument has funding to undertake conservation repair work. Currently this is being planned.

The surrounding landscape is being investigated along with the connection to Takapūneke Reserve. This includes the structural integrity of the existing concrete walls.

Any landscape plan for this area would be going out for consultation and to the Board for approval.

Any landscaping (not including the monument) would be funded from the Takapūneke project.



The project is currently in the planning stage. A meeting will be held on site later this month with a structural engineer, conservator, and stonemason to discuss and prepare a scope of works. Note: The focus for this project at this stage is the central monument only, not the surrounding wall or landscape

The deadline for completion of the work is June 2025 (end of FY). Work can only commence once the required consents have been granted.

The project manager has been developing a stakeholder list with assistance from Community Advisors and other local contacts. All stakeholders will be regularly communicated with throughout the project.

During the conservation works, the monument will be unavailable to access. This will be communicated in advance to the Stakeholders via a Start Work Notice, Email and Signage on site.

- 4.2 **Customer Services Request Reports** - providing an overview of the number of Customer Service Requests that have been received during July and August 2024 are attached. **(Attachments B and C)**

[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 Report** – Te Pātaka o Rākaihautū Banks Peninsula Graffiti Snapshot Report for July 2024 is attached. **(Attachment D)**.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Discretionary Response Fund Summary - August 2024	24/1462276	123
B 	Customer Services Request Report - 31 July 2024	24/1454184	124
C 	Customer Services Request Report - August 2024	24/1536183	125
D 	Graffiti Monthly Report - July 2024	24/1454185	126

Signatories Ngā Kaiwaitohu

<b>Authors</b>	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
<b>Approved By</b>	Penelope Goldstone - Manager Community Governance, Banks Peninsula Matthew McLintock - Manager Community Governance Team

Banks Peninsula Discretionary Response Fund 2024/25		Board Approval
<b>BUDGET</b>		
Available Budget DRF 24-25	35,265	
Carry Forward 2023/24 DRF TBC	13,245	
<b>Total BUDGET</b>	<b>48,510</b>	
<b>ALLOCATIONS MADE:</b>		
<b>Discretionary Response Fund</b>		
Diamond Harbour and Surrounds Cat Rescue Group	500	
Te Pātaka o Rākaihautū Banks Peninsula Community Board - ANZAC Day 2025	1000	
Te Pātaka o Rākaihautū Banks Peninsula Community Board - Summer with your Neighbours	3000	
<b>Discretionary Response Fund Allocated</b>	<b>4,500</b>	
<b>Discretionary Response Funding Returned</b>		
	-	
<b>Youth Development Fund</b>		
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
<b>Youth Development Fund Allocated</b>	<b>1,050</b>	
<b>TOTAL: Discretionary Response Fund Allocated</b>	<b>5,550</b>	
<b>TOTAL: Discretionary Response Fund Unallocated</b>	<b>42,960</b>	
<b>Pending Board Approval</b>		
Cass Bay Residents Association	636	
Little River Railway Station Trust	5000	
Little River Playcentre	2000	
<b>Pending Board Approval Balance</b>	<b>\$ 7,636.00</b>	
<b>TOTAL: DRF Remaining if Pending approved</b>	<b>35,324</b>	

# 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

### Channels

Channel	Count	Percentage
Phone/Email/Walk-in	188	51%
Snap, Send, Solve	99	27%
Website	80	22%

Status as of Report Date

- Closed/Resolved  
53.95%
- Open  
43.87%
- Programmed Work  
2.18%

### Top 10 Incident Categories

● Banks Peninsula

Category	Count
Property Information	54
Wheelie Bins	43
Water Supply	36
Road/Footpath	34
Graffiti	32
Animals	28
Safety/Hazard	26
Structures/Furniture	25
Vegetation	23
Waste	21

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

Item 12  
Attachment B

Item No.: 12

Page 124

# Ticket Report

01 08 2024 - 31 08 2024

Filter by Ward

Banks Peninsula

Filter by month

2024 (Year) + August (Month)

448

# Reported Tickets last month

86.38%

Resolved within SLA

Status as of Report Date

Closed/Resolved

56.25%

Open

41.52%

Programmed Work

2.23%

Channels

Top 10 Incident Categories

● Banks Peninsula

Top 10 Object Categories

# Tickets	ObjectCategory	+/- Previous Month
50	Water Leak	25
27	Road/Hard Surface	15
24	Graffiti - Fence, building or structure	0
23	Residential Property Files	-10
21	Garden/Landscaped Area	8
20	Damaged Bin	-11
20	Water Supply	9
17	Residential LIM	-5
17	Trees	1
13	Graffiti - Other	8
13	Wandering stock	0

Report date:  
01 Sep 2024



# GRAFFITI SNAPSHOT

July 2024

## Ward & Suburb Insights



### Ward Reporting

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

Ward	# of Tickets - Latest Month	# of Tickets - Previous Month	% Monthly Change
Banks Peninsula	35	46	-24%
Burwood	39	49	-20%
Cashmere	78	63	24%
Central	1,058	1,020	4%
Coastal	245	157	56%
Fendalton	37	44	-16%
Halswell	17	16	6%
Harewood	17	28	-39%
Heathcote	321	180	78%
Hornby	47	15	213%
Innes	39	66	-41%
Linwood	69	138	-50%
Papanui	40	70	-43%
Riccarton	97	65	49%
Spreydon	189	81	133%
Waimairi	17	11	55%
Total	2,345	2,049	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	88	1,459
Burwood	29	484
Cashmere	61	231
Central	1,546	331
Coastal	568	81
Fendalton	48	100
Halswell	52	73
Harewood	94	131
Heathcote	1,258	39
Hornby	65	50
Innes	78	159
Linwood	157	87
Papanui	101	128
Riccarton	203	16
Spreydon	529	12
Waimairi	44	36
Total	+30% 4,921	3,416

### Reporting Hot Spots

Streets/Locations with the most reported graffiti

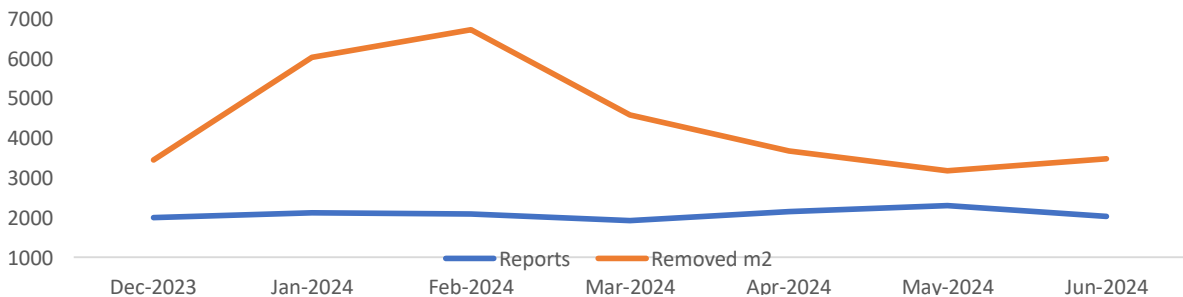
Street	# of Tickets - Latest Month	# of Tickets - Previous Month
Colombo Street	36	31
Tuam Street, Madras to Barbadoes	27	3
St Asaph Street	26	28
Cashel Street	20	4
Avon Riverbank Central City	19	18
Tuam Street	19	11
Oxford Terrace, Montreal to Cambridge	18	5
Rawhiti Domain	16	2
Worcester Street, Barbadoes to Fitzgerald	16	3
New Brighton Beach Developed	14	3
Rauora Park	14	6

### Removal Hot Spots

Locations with the most graffiti removed (m2)

Street	Cleaned Graffiti Square Metres
Validation Park, Middleton	220
Thomson Park	139
Tuam Street, Mata to Manchester	129
South New Brighton Park	124
Colombo Street \ Cass Street, Sydenham	120
Colombo Street	118
Cathedral Square, Worcester to Colombo	97
Strickland Street	86
Strickland Street \ Bletsoe Avenue, Sydenham	80
Washington Way Reserve	77

### Reporting & Removal Trend



# GRAFFITI SNAPSHOT

## July 2024

### Further Insights

#### Reporting Activity

Reporter Type	June	July
⊕ Individual Volunteer	783	1,075
⊕ Non Volunteer	550	759
⊕ Friend Volunteer	501	330
⊕ Group Volunteer	196	188
<b>Total</b>	<b>2,030</b>	<b>2,352</b>

% of Reports made by Volunteers



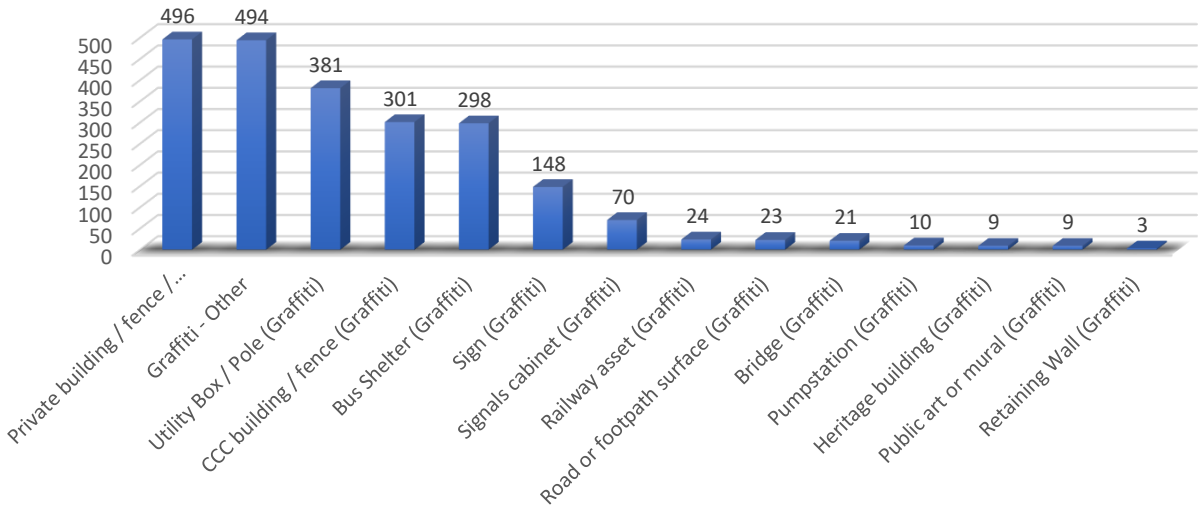
Top 5 Volunteer Reporters

Graeme (417)  
Peter  
Jo  
Denise  
Jacob

Monthly Draw Winner: Matalei

New Volunteers 7

#### Reports by Asset Type



### Latest Murals



Giant Can Refresh – St Asaph St  
Artists: Ikarus, Jacob Yikes and Jessie Rawcliffe

## 13. 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 māmā, 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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