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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 11 September 2023  
**Time:** 10 am  
**Venue:** Akaroa Boardroom, 78 Rue Lavaud Akaroa

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### Membership

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

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6 September 2023

Penelope Goldstone  
Manager Community Governance, Banks Peninsula  
941 5689  
penelope.goldstone@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

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

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

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

**To view copies of Agendas and Minutes, go to:**

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



# What is important to us?

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

## Our focus this Council term 2022–2025

### Strategic Priorities



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



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



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

Adopted by the Council on 5 April 2023



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



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



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

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

### Draft Community Outcomes



#### Collaborative and confident

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



#### Green and liveable

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

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



#### A cultural powerhouse

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



#### Thriving and prosperous

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

## Our intergenerational vision

A place of opportunity for all.

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



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

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

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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, 7 August 2023](#) 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 Economic Development Trust Group

Hugh Waghorn will speak on behalf of Economic Development Trust Group regarding the Banks Peninsula Destination Management Plan.

#### 4.2 Akaroa Ratepayers and Residents' Association

Harry Stronach will speak on behalf of Akaroa Ratepayers and Residents' Association regarding 67 Rue Lavaud (the BP Meats Site).

### 5. Deputations by Appointment Ngā Huinga Whakaritenga

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

#### 5.1 Takamatua Domain Landscape Development Plan

Pam Richardson, local resident will speak to the Board regarding Item 9 Takamatua Domain Landscape Development Plan.

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

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

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

**Date:** Monday 7 August 2023  
**Time:** 10 am  
**Venue:** Lyttelton Community Boardroom,  
25 Canterbury Street, Lyttelton

**Present**

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

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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.

**1. Apologies Ngā Whakapāha**

**Part C**

**Community Board Resolved BKCB/2023/00045**

That an apology for lateness received from Asif Hussain be accepted.

Tyrone Fields/Reuben Davidson

Carried

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

**Part B**

Tyrone Fields declared an interest in Item 8 – Head to Head Working Party Appointment of Chairperson and took no part in the Board’s discussion or voting on that item .

Tyrone Fields declared an interest in Item 14 - Te Pātaka o Rākaihautū Banks Peninsula Community Board 2023/24 Strengthening Communities Fund, specifically in relation to applications from Lyttelton Historical Museum Society Incorporated (0006587) and the Lyttelton Recreation Centre Trust (00065375) and took no part in the Board’s discussion or voting on those applications.

Lyn Leslie declared an interest in Item 14 Te Pātaka o Rākaihautū Banks Peninsula Community Board 2023/24 Strengthening Communities Fund, specifically in relation to the application from the Little River Wairewa Community Trust (00065562) and took no part in the Board’s discussion or voting on that application.

Nigel Harrison declared an interest in Item 14 Te Pātaka o Rākaihautū Banks Peninsula Community Board 2023/24 Strengthening Communities Fund, specifically in relation to applications from Akaroa Community Arts Council (00065857) and Akaroa Heritage Festival Society Incorporated (00065739) and took no part in the Board’s discussion or voting on those applications.

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

**Part C**

**Community Board Resolved BKCB/2023/00046**

That the minutes of Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on Monday, 10 July 2023 be confirmed.

Reuben Davidson/Tyrone Fields

Carried

## 4. Public Forum Te Huinga Whānui

### Part B

#### 4.1 The Church Bay Neighbourhood Association

Belinda Currie and Nā Hūhana-Suzanne Carter spoke on behalf of The Church Bay Neighbourhood Association regarding the erection of bilingual settlement entrance signage for Kaioruru Church Bay and encouraged the Board to support other settlements having bilingual signage.

The Chairperson thanked Belinda and Nā Hūhana-Suzanne for their presentation.

#### Attachments

- A Item 4.1 Public Forum: The Church Bay Neighbourhood Association PowerPoint Presentation - 7 August 2023

## 5. Deputations by Appointment Ngā Huinga Whakaritenga

### Part B

#### 5.1 Steadfast Park – Proposed Lease Cass Bay Residents’ Association

Jenny Healey spoke on behalf of Cass Bay Residents’ Association regarding Item 11 Steadfast Park Proposed Lease - Cass Bay Residents Association.

The Chairperson thanked Ms Healey for her presentation.

Item 11 of these minutes refers to the Board’s resolution on this matter.

#### Attachments

- A Item 5.1 Deputation: Cass Bay Residents Association PowerPoint Presentation - 7 August 2023
- B Item 5.1 Deputation: Cass Bay Residents Association Presentation - 7 August 2023

#### 5.2 Steadfast Park – Proposed Lease - T S Godley

Chris Nee, Chairperson, spoke on behalf of TS Godley regarding Item 10 Steadfast Park - Proposed Lease - TS Godley.

The Chairperson thanked Ms Nee for her presentation.

Item 10 of these minutes refers to the Board’s resolution on this matter.

#### 5.3 Steadfast Park – Proposed Lease - T S Godley

Charlotte Rebbeck, local resident, spoke regarding Item 10 Steadfast Park – Proposed Lease - TS Godley.

The Chairperson thanked Ms Rebbeck for her presentation.

Item 10 of these minutes refers to the Board’s resolution on this matter.

## 6. Presentation of Petitions Ngā Pākikitanga

### Part B

There was no presentation of petitions.



Asif Hussain joined the meeting at 11.07am.

## 10. Steadfast Park-Proposed lease-TS Godley

### Board Comment

1. Council Officers in attendance spoke to the accompanying report and tabled an updated copy of Attachment J to the agenda report.
2. The Board took into consideration the deputations from Chris Nee and Charlotte Rebbeck . (Item 5 of these minutes refers).

### Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

Approve

1. Leases to TS Godley for the land and buildings shown as B (drill hall) and C (ward room) together with ground lease for the area shown as A (toilet block) for the property at Steadfast being approximately 559sqm in total and being part of the land described as Lot 1 DP76704 Registered Title 44B/16 as shown on the plan in **Attachment J** attached to the agenda for this meeting.
2. A gross lease for the buildings shown as B and C on the plan attached for a period of 35 years for an initial peppercorn rental, to be reviewed in five years, taking into account expenses incurred in repair and renovation of the buildings. The lease is also to include a Memorandum of Understanding with the Cass Bay Residents Association.
3. The proposed repair and renovation plans for the building to be undertaken by TS Godley as shown in **Attachment H** as attached to the agenda for this meeting.
4. A ground lease for the site shown A on which TS Godley have their own toilet block, for a period of 35 years with rental to be charged in accordance with Council policy for sports clubs and community groups on a reserve/park.
5. Public consultation on a ground lease for the purpose of constructing a dormitory as per the concept design shown on **Attachment E** on the site G as shown on the plan in **Attachment J** and 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.

That staff report back to the Community Board with the consultation results for final decision on the lease.

Authorise

6. The Parks Manager to approve modifications and design detail in relation to the repair/ renovation and construction of buildings subject to compliance with all regulatory requirements.
7. The Manager Property Consultancy to conclude and administer the terms and conditions of the leases.

**Community Board Resolved BKCB/2023/00047**

## Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

Approves:

1. Leases to TS Godley for the land and buildings shown as B (drill hall) and C (ward room) together with ground lease for the area shown as A (toilet block) for the property at Steadfast being approximately 559sqm in total and being part of the land described as Lot 1 DP76704 Registered Title 44B/16 as shown on the updated **Attachment J** that was tabled at this meeting.
2. A gross lease for the buildings shown as B and C on the plan attached for a period of 35 years for an initial peppercorn rental, to be reviewed in five years, taking into account expenses incurred in repair and renovation of the buildings. The lease is also to include a Memorandum of Understanding with the Cass Bay Residents Association.

*Note: The continuation of the lease is contingent on TS Godley progressing fundraising for the project to the satisfaction of the Head of Parks within 3 years.*

3. The proposed repair and renovation plans for the building to be undertaken by TS Godley as shown in **Attachment H** as attached to the agenda for this meeting.
4. A ground lease for the site shown A on which TS Godley have their own toilet block, for a period of 35 years with rental to be charged in accordance with Council policy for sports clubs and community groups on a reserve/park.
5. Public consultation on a ground lease for the purpose of constructing a dormitory as per the concept design shown on **Attachment E** on the site G as shown on the plan in **Attachment J** 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.

That staff report back to the Community Board with the consultation results for final decision on the lease.

Authorises:

6. The Parks Manager to approve modifications and design detail in relation to the repair/renovation and construction of buildings subject to compliance with all regulatory requirements.
7. The Manager Property Consultancy to conclude and administer the terms and conditions of the leases.

Reuben Davidson/Nigel Harrison

**Carried**

### Attachments

- A Item 10: Steadfast CBRA Lease Areas - Updated - 7 August 2023

## 11. Steadfast Park-Proposed lease-Cass Bay Residents Association

### Board Comment

1. Council Officers in attendance spoke to the accompanying report and tabled an updated copy of Attachment I to the agenda report.

2. The Board took into consideration the deputation from Jenny Healey . (Item 5 of these minutes refers).

### **Officer Recommendations Ngā Tūtohu**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. 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.
2. Request that staff report back to the Community Board with the consultation results for final decision on the lease.
3. Authorise the Parks Manager to approve final location (in the vicinity of site D described above or nearby in consideration of any CBRA feedback and site-specific factors), and design detail in relation to the construction of the proposed new building prior to consultation.

### **Community Board Resolved BKCB/2023/00048**

#### **Part C**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves consultation on a ground lease for the purpose of constructing a community facility in the vicinity of site D as shown on the updated plan in **Attachment I** that was tabled at the 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.
2. Requests that staff report back to the Community Board with the consultation results for final decision on the lease.
3. Authorises the Parks Manager to approve final location (in the vicinity of site D described above or nearby in consideration of any Cass Bay Residents' Association feedback and site-specific factors), and design detail in relation to the construction of the proposed new building prior to consultation.

Reuben Davidson/Asif Hussain

**Carried**

#### **Attachments**

- A Item 11: Steadfast CBRA Lease Areas - Updated Plan - 7 August 2023

## **12. Duvauchelle Works Yard - Proposed lease Akaroa Mens Shed**

**Community Board Resolved BKCB/2023/00049 (Officer recommendations accepted without change.)**

#### **Part C**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. 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.

2. Authorises the Manager Property Consultancy to conclude negotiation and administer the terms and conditions of the lease.

Nigel Harrison/Tyrone Fields

**Carried**

### **13. Selwyn Avenue Proposed Mobility Park**

**Community Board Resolved BKCB/2023/00050 (Officer recommendations accepted without change.)**

#### **Part C**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, and in accordance with section 12.4 of the Land Transport Rule-Traffic Control Devices 2004, that the parking of vehicles be restricted to a 90 degree angle park relative to the kerb line, and be restricted to a maximum period of 120 minutes, and be reserved for vehicles with an approved mobility persons parking permit, prominently displayed in the vehicle on the north side of Selwyn Avenue. Akaroa commencing at a point three metres south east of its intersection with Rue Jolie and extending in a south easterly direction for a distance of five metres. This restriction is to apply at any time.
2. Revokes the existing Mobility Park located on the south side of Selwyn Avenue commencing at a point 29 metres south east of Rue Jolie and extending in a south easterly direction for a distance of six metres.
3. Revokes any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in this report.
4. Approves that these resolutions take effect when there is evidence that the parking signage and/or road marking restrictions described in the staff report are in place (or removed in the case of revocations).

Asif Hussain/Nigel Harrison

**Carried**

### **9. Briefings**

**Community Board Resolved BKCB/2023/00051 (Officer recommendation accepted without change.)**

#### **Part B**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Notes the information supplied during the briefing on the Christchurch City Libraries Community Stories project.

Nigel Harrison/Lyn Leslie

**Carried**

#### **Attachments**

- A Item 9: Christchurch City Libraries Community Stories Presentation - 7 August 2023

The meeting adjourned at 12.02pm and reconvened at 12.34pm.

## 7. Reserve Committee Meeting Minutes

**Community Board Resolved BKCB/2023/00052 (Officer recommendations accepted without change.)**

### Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the minutes of the following Reserve Committees:
  - a. Okains Bay Reserve Committee Unconfirmed Minutes – 21 June 2023.
  - b. Duvauchelle Reserve Committee Unconfirmed Minutes – 19 June 2023.
  - c. Le Bons Bay Reserve Committee Unconfirmed Minutes – 4 July 2023.
  - d. Lyttelton Reserves Committee Unconfirmed Minutes – 6 July 2023.

Reuben Davidson/Luana Swindells

Carried

## 8. Head to Head Walkway Working Party - Appointment of Chairperson

**Community Board Resolved BKCB/2023/00053 (Officer recommendations accepted without change.)**

### Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the unconfirmed notes of the Head to Head Walkway Working Party
  - a. Head to Head Walkway Working Party Unconfirmed Notes – 6 July 2023.
2. Appoints Tyrone Fields as the Chairperson of Head to Head Walkway Working Party until the end of the current Community Board term (October 2025).

Reuben Davidson/Cathy Lum-Webb

Carried

## 14. Te Pātaka o Rākaihautū Banks Peninsula Community Board 2023/24 Strengthening Communities Fund

### Officer Recommendations Ngā Tūtohu

That the Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approve the 2023 - 2024 Strengthening Communities Fund grants outlined in the following schedule:

No	Organisation Name	Project	Recommendation
00065469	Akaroa Resource Collective Trust	Social Services Provision and ANZAC Day Services	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant from its Strengthening Communities Fund for 2023/24 of \$32,000 2024/25 of \$32,000, 2025/26 of \$32,000 to Akaroa Resource Collective Trust, with each year made up of \$ 29,000 towards Social Service Provision on Banks Peninsula for wages and \$3,000 towards ANZAC Day Services.
00065588	Lyttelton Community House Trust	Wages and operational costs	That the Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant to Lyttelton Community House Trust from its Strengthening Communities Fund for 2023/24 of \$29,000, 2024/25 of \$29,000, and 2025/26 of \$29,000 towards wages and operational costs.
00065527	Project Lyttelton Incorporated	Project Lyttelton	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant to Project Lyttelton Incorporated from its Strengthening Communities Fund for 2023/24 of \$19,000, 2024/25 of \$19,000, 2025/26 of \$19,000 towards wages for the General Manager and Social Enterprise Administration Lead.
00065562	The Little River Wairewa Community Trust	Staff Wages/Communications, Little River Big Ideas, and Banks Peninsula Walking Festival	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$18,000 from its 2023/24 Banks Peninsula Strengthening Communities Fund to the Little River Wairewa Community Trust made up of \$15,000 for wages and operational costs; and \$3,000 towards the Banks Peninsula Walking Festival.

00065708	The Loons Club Incorporated	ANZAC Day Celebration in Lyttelton	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant to The Loons Club Incorporated from its Strengthening Communities Fund for 2023/24 of \$500, 2024/25 of \$500, 2025/26 of \$500 towards the ANZAC Celebration event in Lyttelton.
00065857	Akaroa Community Arts Council	Operational Costs 2023/24	That Te Pātaka o Rākaihautū Banks Peninsula Board approves a grant of \$5,000 from its 2023/24 Strengthening Communities Fund to Akaroa Community Arts Council towards operational costs.
00065739	Akaroa Heritage Festival Society Inc.	Akaroa French Festival 2023	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$2,300 from its 2023/24 Banks Peninsula Strengthening Community Fund to Akaroa Heritage Festival Society Inc. for contracting experienced crew to organise Akaroa French Festival.
00065642	Diamond Harbour Events Incorporated	Live at the Point 2024	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$3,900 from its 2023/24 Strengthening Communities Fund to Diamond Harbour Events Incorporated towards PA equipment.
00065836	Diamond Harbour School	Robotic Pool Cleaner	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$2,800 from its 2023/24 Strengthening Communities Fund to The Diamond Harbour School towards a robotic pool cleaner.

00065872	Diamond Harbour Youth and Community Trust	Connecting Youth and Community in Te Waipapa	That Te Pātaka o Rākaihautū Banks Peninsula Board approves a grant of \$8,800 from its 2023/24 Strengthening Communities Fund to the Diamond Harbour Youth and Community Trust towards Connecting Youth and Community in Te Waipapa for wages and operational costs not incurred for in-school and school-based activities.
00065877	Hickory Bay Surfing Institute	Community Connection – Hickory Bay	That Te Pātaka o Rākaihautū Banks Peninsula Board approves a grant of \$1,900 from its 2023/24 Strengthening Communities Fund to Hickory Bay Surfing Institute towards wages for a coordinator.
00065752	Kaituna Golf Club	Volunteer expenses - Power and Maintenance	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$4,000 from its 2023/24 Banks Peninsula Strengthening Communities Fund to the Kaituna Golf Club towards volunteer expenses and electricity costs.
00065555	Little River Craft Station Incorporated	Information Station	That the Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$5,000 from its 2023/24 Banks Peninsula Strengthening Communities Fund to Little River Craft Station Incorporated towards Little River Information Station for wages and operational costs.
00065847	Lyttelton Historical Museum Society Incorporated	Administrative Support and Community Engagement	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$4,500 from its 2023/24 Banks Peninsula Strengthening Communities Fund to The Lyttelton Historical Museum Society Incorporated towards Administrative Support and Community Engagement for wages.



00065756	Okuti Valley Recreation and Sports Club Incorporated	Okuti Valley Strengthening Communities Project	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$2,000 from its 2023/24 Strengthening Communities Fund to the Okuti Valley Recreation and Sports Club Incorporated towards operational and event costs.
00065458	Royal New Zealand Plunket Trust	Lyttelton Tumblers Programme	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant from its 2023/24 Strengthening Communities Fund for 2023/24 of \$4,000, 2024/25 of \$4,000, 2025/26 of \$4,000 to The Royal New Zealand Plunket Trust for venue hire and wages for the Lyttel Tumblers Programme facilitator.
00065702	Te Mata Hapuku Community Hall	Community Hall and Newsletter Costs	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$2,000 from the 2023/24 Banks Peninsula Strengthening Communities Fund to Te Whare Tapere O Te Mata Hapuku Society Incorporated towards operational costs, dictaphone and vacuum cleaner purchases, indoor maintenance, and newsletter and printing costs.
00065814	The Lyttelton Arts Factory Trust	Lyttelton Arts Festival 2024	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$4,000 from its 2023/24 Strengthening Communities Fund to the Lyttelton Arts Factory Trust towards Lyttelton Arts Festival 2024 costs.
00065375	The Lyttelton Recreation Centre Trust	Wages for the Facility Manager	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$20,000 from its 2023/24 Strengthening Communities Fund to The Lyttelton Recreation Centre Trust towards wages for the Lyttelton Recreation Centre Manager.

00065433	The Naval Point Club Lyttelton Incorporated	Lifejackets for Children's Programmes	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$1,500 from its 2023/24 Strengthening Communities Fund to The Naval Point Club Lyttelton Incorporated towards lifejackets for children's programmes; the Learn to Sail and Yachting New Zealand's RŪNĀ programmes.
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2. Approve the transfer of \$29,033 to the Te Pātaka o Rākaihautū Banks Peninsula Community Board 2023 – 2024 Discretionary Response Fund.

**Community Board Resolved BKCB/2023/00054**

### Part C

That the Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves the 2023 - 2024 Strengthening Communities Fund grants outlined in the following schedule:

No	Organisation Name	Project	Decision
00065469	Akaroa Resource Collective Trust	Social Services Provision and ANZAC Day Services	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant from its Strengthening Communities Fund for 2023/24 of \$32,000, 2024/25 of \$32,000, 2025/26 of \$32,000 to Akaroa Resource Collective Trust, with each year made up of \$ 29,000 towards Social Service Provision on Banks Peninsula for wages and \$3,000 towards ANZAC Day Services.
00065588	Lyttelton Community House Trust	Wages and operational costs	That the Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant to Lyttelton Community House Trust from its Strengthening Communities Fund for 2023/24 of \$29,000, 2024/25 of \$29,000, and 2025/26 of \$29,000 towards wages and operational costs.
00065527	Project Lyttelton Incorporated	Project Lyttelton	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant to Project Lyttelton Incorporated from its Strengthening Communities Fund for 2023/24 of \$19,000, 2024/25 of \$19,000, 2025/26 of \$19,000 towards wages for the General Manager and Social Enterprise Administration Lead.

00065562	The Little River Wairewa Community Trust	Staff Wages/Communications, Little River Big Ideas, and Banks Peninsula Walking Festival	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$18,000 from its 2023/24 Banks Peninsula Strengthening Communities Fund to the Little River Wairewa Community Trust - \$15,000 for wages and operational costs; and \$3,000 towards the Banks Peninsula Walking Festival.
00065708	The Loons Club Incorporated	ANZAC Day Celebration in Lyttelton	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant to The Loons Club Incorporated from its Strengthening Communities Fund for 2023/24 of \$500, 2024/25 of \$500, 2025/26 of \$500 towards the ANZAC Celebration event in Lyttelton.
00065857	Akaroa Community Arts Council	Operational Costs 2023/24	That Te Pātaka o Rākaihautū Banks Peninsula Board approves a grant of \$5,000 from its 2023/24 Strengthening Communities Fund to Akaroa Community Arts Council towards operational costs.
00065739	Akaroa Heritage Festival Society Inc.	Akaroa French Festival 2023	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of <b>\$7,395</b> from its 2023/24 Banks Peninsula Strengthening Community Fund to Akaroa Heritage Festival Society Inc. for contracting experienced crew to organise Akaroa French Festival.
00065642	Diamond Harbour Events Incorporated	Live at the Point 2024	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of <b>\$5,000</b> from its 2023/24 Strengthening Communities Fund to Diamond Harbour Events Incorporated towards public announcement equipment.
00065836	Diamond Harbour School	Robotic Pool Cleaner	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$2,800 from its 2023/24 Strengthening Communities Fund to The Diamond Harbour School towards a robotic pool cleaner.

00065872	Diamond Harbour Youth and Community Trust	Connecting Youth and Community in Te Waipapa	That Te Pātaka o Rākaihautū Banks Peninsula Board approves a grant of \$8,800 from its 2023/24 Strengthening Communities Fund to the Diamond Harbour Youth and Community Trust towards Connecting Youth and Community in Te Waipapa for wages and operational costs not incurred for in-school and school-based activities.
00065877	Hickory Bay Surfing Institute	Community Connection – Hickory Bay	That Te Pātaka o Rākaihautū Banks Peninsula Board approves a grant of \$1,900 from its 2023/24 Strengthening Communities Fund to Hickory Bay Surfing Institute towards wages for a coordinator.
00065752	Kaituna Golf Club	Volunteer expenses - Power and Maintenance	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$4,000 from its 2023/24 Banks Peninsula Strengthening Communities Fund to the Kaituna Golf Club towards volunteer expenses and electricity costs.
00065555	Little River Craft Station Incorporated	Information Station	That the Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$5,000 from its 2023/24 Banks Peninsula Strengthening Communities Fund to Little River Craft Station Incorporated towards Little River Information Station for wages and operational costs.
00065847	Lyttelton Historical Museum Society Incorporated	Administrative Support and Community Engagement	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of <b>\$7,500</b> from its 2023/24 Banks Peninsula Strengthening Communities Fund to The Lyttelton Historical Museum Society Incorporated towards Administrative Support and Community Engagement for wages.
00065756	Okuti Valley Recreation and Sports Club Incorporated	Okuti Valley Strengthening Communities Project	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$2,000 from its 2023/24 Strengthening Communities Fund to the Okuti Valley Recreation and Sports Club Incorporated towards operational and event costs.

00065458	Royal New Zealand Plunket Trust	Lyttelton Tumblers Programme	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant from its 2023/24 Strengthening Communities Fund for 2023/24 of \$4,000, 2024/25 of \$4,000, 2025/26 of \$4,000 to The Royal New Zealand Plunket Trust for venue hire and wages for the Lyttelton Tumblers Programme facilitator.
00065702	Te Mata Hapuku Community Hall	Community Hall and Newsletter Costs	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of <b>\$3,000</b> from the 2023/24 Banks Peninsula Strengthening Communities Fund to Te Whare Tapere O Te Mata Hapuku Society Incorporated towards operational costs, dictaphone and vacuum cleaner purchases, indoor maintenance, and newsletter and printing costs.
00065814	The Lyttelton Arts Factory Trust	Lyttelton Arts Festival 2024	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$4,000 from its 2023/24 Strengthening Communities Fund to the Lyttelton Arts Factory Trust towards Lyttelton Arts Festival 2024 costs.
00065375	The Lyttelton Recreation Centre Trust	Wages for the Facility Manager	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$20,000 from its 2023/24 Strengthening Communities Fund to The Lyttelton Recreation Centre Trust towards wages for the Lyttelton Recreation Centre Manager.
00065433	The Naval Point Club Lyttelton Incorporated	Lifejackets for Children's Programmes	That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of <b>\$2,474</b> from its 2023/24 Strengthening Communities Fund to The Naval Point Club Lyttelton Incorporated towards lifejackets for children's programmes; the Learn to Sail and Yachting New Zealand's RŪNĀ programmes.

2. Approves the transfer of \$10,864 to the Te Pātaka o Rākaihautū Banks Peninsula Community Board 2023 – 2024 Discretionary Response Fund.

Asif Hussain/Reuben Davidson

**Carried**

## 15. Te Pātaka o Rākaihautū Banks Peninsula Community Board 2023/24 Strengthening Community Fund - Board Projects

**Community Board Resolved BKCB/2023/00055 (Original officer recommendations accepted without change.)**

### Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Allocates \$3,000 from its 2023/24 Discretionary Response Fund towards Summer with your Neighbours 2023-24.
2. Allocates \$1,000 from its 2023/24 Discretionary Response Fund towards the cost of wreaths for the 2024 ANZAC ceremonies held in Banks Peninsula, and grant towards the Diamond Harbour commemorations.
3. Allocates \$3,000 from its 2023/24 Discretionary Response Fund towards the Banks Peninsula Community Service Awards 2024.

Reuben Davidson/Luana Swindells

Carried

## 16. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - August 2023

**Community Board Resolved BKCB/2023/00056 (Officer recommendation accepted without change.)**

### Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report for August 2023.

Reuben Davidson/Nigel Harrison

Carried

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

### Part B

Members exchanged information on the following topics:

- There has been a recent community meeting in Diamond Harbour regarding the proposal of Te Pātaka o Rākaihautū school.
- The Board were advised that there has been an increase in vehicle break ins and anti-social road use in Lyttelton.
- The current condition of the walking track between Governors Bay and Sandy Bay. The Board were advised that staff are investigating the walking track bridge condition and how it will be repaired.

- The Governors Bay Residents Association would like cautionary signage installed on Jetty Road/Merlincote Crescent. The Association will be advised to lodge a Customer Service Request.
- An enquiry was made on the progress of flood mitigation at Koukourarata Port Levy.
- The Board discussed flooding issue in the vicinity of the Duvauchelle Bridge during flooding and its effects on surrounding area. Residents were encouraged to lodge a customer service request.
- The Board were updated on a proposal for the establishment of a community led tourism and business promotion for Akaroa and the Bays group and how the Community Governance team could assist.
- The Board were advised that the Mitre Hotel building in Lyttelton is to be demolished.
- Pedestrian improvements down London Street.
- The Board is hosting a community post Cruise 2022/23 season that is to be held in The Loons Club, Tuesday 8 August 2023 – 7pm.
- The Board were advised that the Keep Christchurch Beautiful Awards are to held on 15 August 2023.
- The Board were advised that dog walkers are still not cleaning up after their dogs at the Lyttelton Recreation Grounds.
- The Governors Bay Jetty opening is due next month.
- The Board acknowledged the work of the road maintenance crews during the recent weather events.
- The Board were advised that there is to be a Little River Emergency Resilience meeting on 24 August at 7pm.
- The recent planting day at Tumbledown Bay was very successful.

#### **17.1 Property Lease Renewals**

The Board discussed the uncertainty that some of the Council lessees experience when a lease is coming to an end.

The Board agreed to seek staff advice on lease renewal processes.

#### **17.2 Warning Signage**

The Board discussed the length of time “No Swimming” or “Water Quality” signs are left posted on the Akaroa foreshore.

The Board agreed to seek staff advice on how the “No Swimming” or “Water Quality” signage at swimming areas around Te Pātaka o Rākaihautū Banks Peninsula area is managed and in particular when the signage is erected and taken down.

#### **17.3 Maritime NZ Funding Review**

The Board agreed to formulate a response to the Maritime NZ Funding Review which included proposed funding for Seafarers Welfare.

**Karakia Whakamutunga**

**Meeting concluded at 1.51pm.**

CONFIRMED THIS 11th DAY OF SEPTEMBER 2023.

LYN LESLIE  
CHAIRPERSON

Unconfirmed

Item 3 - Minutes of Previous Meeting 7/08/2023



## 7. Reserve Committee Meeting Minutes

Reference / Te Tohutoro: 23/1191796

Report of / Te Pou                      Natasha McDonnell, Banks Peninsula Governance Advisor,  
Matua:                                      Natasha.McDonnell@ccc.govt.nz  
Senior Manager /                      Mary Richardson, General Manager Citizens & Community  
Pouwhakarae:                      (Mary.Richardson@ccc.govt.nz)

### 1. Purpose of Report Te Pūtake Pūrongo

Unconfirmed Reserve Committee Minutes have been received from:


Name	Subject
Duvauchelle Reserve Committee – Unconfirmed Minutes	17 July 2023
Diamond Harbour Reserve Committee – Unconfirmed Minutes	10 July 2023
Okains Bay Reserve Committee – Confirmed Minutes	21 June 2023
Garden of Tane Reserve Committee – Confirmed Minutes	23 March 2023
Garden of Tane Reserve Committee – Confirmed Minutes	10 May 2023
Garden of Tane Reserve Committee – Unconfirmed Minutes	13 June 2023
Okains Bay Reserve Committee – Unconfirmed Minutes	16 August 2023
Stanley Park Reserve Committee – Unconfirmed Minutes	16 August 2023

### 2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Committees:
  - a. Duvauchelle Reserve Committee Unconfirmed Minutes – 17 July 2023
  - b. Diamond Harbour Reserve Committee Unconfirmed Minutes – 10 July 2023
  - c. Okains Bay Reserve Committee Confirmed Minutes – 21 June 2023
  - d. Garden of Tane Reserve Committee Confirmed Minutes – 23 March 2023
  - e. Garden of Tane Reserve Committee Confirmed Minutes – 10 May 2023
  - f. Garden of Tane Reserve Committee Unconfirmed Minutes – 13 June 2023
  - g. Okains Bay Reserve Committee Unconfirmed Minutes – 16 August 2023
  - h. Stanley Park Reserve Committee Unconfirmed Minutes – 16 August 2023
2. Approve the following co-option to the Garden of Tane Reserve Committee:
  - a. Ron Birch.

### Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Diamond Harbour Reserve Committee Unconfirmed Minutes - 10 July 2023	23/1246687	27
B  	Duvauchelle Reserve Committee Unconfirmed Minutes - 17 July 2023	23/1434136	29
C  	Okains Bay Reserve Committee Confirmed Minutes- 21 June 2023	23/1345186	31
D  	Garden of Tane Reserve Committee Confirmed Minutes - 23 March 2023	23/1291200	34
E  	Garden of Tane Reserve Committee Confirmed Minutes - 10 May 2023	23/1291201	36
F  	Garden of Tane Reserve Committee Unconfirmed Minutes - 13 June 2023	23/1291202	40
G  	Okains Bay Reserve Committee Unconfirmed Minutes - 16 August 2023	23/1345153	44
H  	Stanley Park Reserve Committee Unconfirmed Minutes - 16 August 2023	23/1345398	48

### **Diamond Harbour Reserves Committee - (unconfirmed minutes)**

Date: Monday 10 July 2023, 7pm to 9pm - Green Room, Diamond Harbour Community Centre.

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

Guests: Dave Hammond, Richard Hill

Apologies: Tom Kuenning, Paul Devlin, Emma Kinnings

Minutes of last meeting (8 May 2023) - unanimously passed.

1. Public Forum: Nil

2. **Declarations of Interest:** Nil

3. **Update on recent activities:**

- **Planting:** Pete gave briefing on areas at Purau under preparation
- **Weed control** –Committee acknowledged the impressive achievements of Pete, Dave Richards efforts, with the knock down of seeding species, Banana Passionfruit particularly on Stoddard Point area. Mature Old Mans beard area have had follow-up inspections and seedling removal. Funding sources for work to continue further around the coastal reserves are to be investigated. Moved by Paul Dahl, seconded by Graeme.
  - Local comms to encourage landowners to eliminate seed sources on private land this spring was proposed. Graeme offered to re-activate previous articles in the Herald and Facebook groups.
  - Pete and Dylan will discuss formal reporting of work carried out to date, well before the current programme expires in 6 months.
- **CCC land Outline Development Plan** - Graeme and Pete showed Head CCC Ranger Paul Devlin and new CCC planner Kristine Bouw around the school gully and adjacent track. See item re-school gully.
- **Coastal track re-alignment:** The Tom Adams concept for diverting away from his immediate property boundary was agreed to subject to inspection of the suggested track line. Pete to oversee and works and replanting will be required.
  - **Proposed Pete Ozich seconded Graeme Fraser**

4. **Forthcoming activities:**

- Graeme will announce and promote the next planting day at the Purau Road reserve.
- Fencing of the .5ha area in lower school gully is proposed before lambing. Tom McGill has been given 1 month's notice that area is now retired from his CCC grazing licence.
- Other planting areas for this year so far include Purau Bay Reserve (extending from last year), Stoddart Point, along the Cliff Track, and around Black Point.

5. **Draft schedule, work plan and budget**

- Paul Dahl to update DHRC's schedule of reserve areas, following feedback from Paul Devlin as basis for the associated 3-year work plan and budget prior to approval of the Board.

#### 6. Any other business

- **Rangers report.** Paul Devlin could not attend. His report was tabled:
  - An updated the budget to reflect most of what you provided for me in terms of spend expectations will be sent later in the week.
  - Tom the grazier has a notice of intent to retire the northern block of school gully for planting
  - Kristine Bouw is doing the Outline development plan for the gullies and has meet with Graeme.
  - Will be able to purchase the tools and equipment we discussed as part of budget needs
  - Need to review the draft schedule (Paul DAHL you were going to send an amended version through) with the key core areas in the schedule and aspirational /secondary reserves listed as well.
  - He pass on (again) the broken lights up the path...I cannot believe they are still not repaired sorry..
  - Opening planned by DHRA for the pontoon I think..
- Graeme spoke of the passing of Jim Newman, a resident and founding member of the RMC. His work was admired and appreciated by the committee and the community. A recommendation was made to name a section of track as a memorial to Jim. A matai tree will also be planted in his honour in the View Shaft area.
- The **Lyttelton Tug Trust** offer of plants was discussed. Their proposal is to provide native plants as an informal offset to the discharge from the tug coal fired boilers. Pete provided a background and recommendation the this was not suitable for the reserves due to varieties and locations could not be viewed from the Tug when cruising past. Alternatives maybe available on private at Pile, Camp or Purau Bays. Paul Dahl to follow up after being contacted also.
- **Head to Head** - A new working group meeting was held on the 6 July. Richard Suggate, Tom Kuenning Graeme Fraser and P Dahl are keen to assist with local progress.
- **Rock climbing** - Pete and Dave noted the upgrading to the access and anchors on the existing faces above the cliff track in Purau Bay. Increased use and these improvements were positive for safety and use. Paul Dahl to confirm with CCC approved. (PS this has been confirmed with Ranger staff and circulated post meeting).  
Likewise the newer developments of rock wall in gully above Diamond Harbour beach, being referred to Ranger monitor impacts the committee observe. Paul Dahl/Pete to follow up.

#### 7. Health and safety issues or accidents

8. **Correspondence:** Noted Received manual for Reserve committees for comment, and offer of induction training days.

Next meeting 11 September 2023

Meeting ended 8.55 pm.

Minutes of the Meeting of the Duvauchelle Reserve Committee  
Held at the Duvauchelle Community Centre, on Monday 17 July 2023, 5.30 pm

**Welcome:** Chairperson (Fiona Barnes) welcomed those present.

**Present:**

Committee members: Jacque McAndrew, Geoff Carter, Bruce Watts, Ian Whenmouth  
CCC Representative : Colin Jacka  
BPCB Representative: Nil  
Managers: Dale Hayes  
Visitors: Nil

**Apologies:** Nigel Harrison

**Motion:** That the apologies be accepted.  
Moved: Fiona Seconded: Bruce Carried

**Minutes**

**Motion:** That the June 2023 Minutes having been circulated, be taken as read and be accepted as a true and correct record.  
Moved: Geoff Seconded: Fiona Carried

**Matters Arising:**

Jay Esker was not sure about the status of his application to have the ownership of the caravan on site 11 transferred to him. Ian will write a letter of explanation and confirmation.

**Health & Safety:**

There is some slumping of the bank of Piper's Valley Stream that will need to be fenced off and repairs made.

**Financial Report:**

**Motion:** That the Financial Statements for June 2023 as presented be received.  
Moved: Fiona Seconded: Bruce Carried

**Correspondence**

**Inward:** Tranz Build - cabin pricing  
CCC - Induction meeting invitations  
[REDACTED] - demand for refund and talking of legal action (Ian to respond)

**Outward:** Nil

**Motion:** That the Inward correspondence be accepted, and the Outward be approved  
Moved: Jacque Seconded: Geoff Carried

**Manager's Report:**

Roger to submit a new quote to build the concrete ramp on the western side of the Laundry Block.

**CCC Representative:**

Now that the Women's FIFA World Cup is underway there will be more time and energy to focus on catch-up duties.

**BPCP Representative:**

Nil

**General Business:**

There was discussion of the Tranz Build pricing and where we go from here. Ian to draft a proposal to be submitted to the BP Community Board.

Jacque - queried the non-functioning of the solar light above the tennis court. Dale to sort this out.

Fiona - was reassured by Dale that there is a current list of jobs that need to be done prior to the summer season.

There being no other business, the meeting closed at 6.10 pm.

Minutes will be confirmed at the next meeting.

Next meeting to be held in the Duvauchelle Community Centre at 5.30 pm Monday 21 August 2023.

**Item 7**

**Attachment B**

Unconfirmed

**Okains Bay Reserve Management Committee meeting held on  
Wednesday 21st June 2023**

Meeting opened at 5.03 pm.

**Present:** Wayne Kay (Chairperson), Graeme Page, Lester Fletcher, Judy Thacker, Nigel Intemann, Richard Boleyn, Colin Jacka, Amour-Jane Ryan, Michelle Wallis-Hartley, Asif Hussain, Delia Walker and Denise Tully (via internet call).

**Apologies:** Nick Thacker and Aaron Leith.

*Moved Graeme/Judy that the apologies be accepted.*

*Carried.*

**Minutes of the previous meeting:** "The minutes of the previous meeting held on Wednesday 19th April 2023 were passed as a true and correct record."

*Moved Graeme/Judy Carried.*

**Matters arising:** # Music festival has been confirmed as not going ahead.

# Reserves land and parks schedule; Delia spoke to the Board and said that an induction session is planned by the governance team from CCC. A schedule for each area will be followed with a triennial plan for the campground, waka shed paddock and Sefton's Park areas. Delia will follow up with the Esplanade and Victoria Park areas. The cemetery is a separate entity run by the Okains Bay Cemetery Board. Terms of reference to be continued as is on reserves areas.

Delia advised the Okeina/Okains Bay Management Plan Advisory Group, has been formed to act in an advisory capacity to assist CCC to review the existing Okains Bay Reserves Management Plan 2006 and prepare a new Management Plan for Okeina. The current Okains Bay Reserve Committee will continue to operate as per the Banks Peninsula Reserves Committees Terms of Reference adopted by the Te Pātaka Rākaihautū Banks Peninsula Community Board on 12 December 2022, until such time as a new Management Plan for Okeina is formally adopted. It is intended that the land parcels vested in Te Runanga o Ngai Tahu under the Ngai Tahu Claims Settlement Act 1998 will be included in a new Okeina/Okains Bay Management Plan. It is intended that Sefton's Park will be included in the overall Banks Peninsula Reserves Management Plan.

# WWII plaque; Under Ngai Tahu settlement, CCC has ownership of plaque in the hall and suggests the Board responds to correspondence from the Museum with a letter notifying the Museum that the plaque will be offered as a loan with suitable documentation. *Sharon to send email notifying the museum that CCC will be in touch.*

*Moved Richard/Graeme that the Okains Bay Reserve Management Committee support the option of the WWII plaque to be loaned to the Okains Bay Museum. Carried.*

# Trees along the beachfront of the campground have been cut down and chipped. Chips will be used for garden areas and tree roots have been used to prevent some areas being used for camping.

# Cabins will hopefully be over here before Summer season after consents have been completed.

# Graeme was overjoyed to see caravans have been removed from the campground. Discussion around Warrant of Fitness and registration of caravans.

# New flooring and an accessible toilet in the middle ablution block is a big improvement.

# Removal of the temporary shower block is still ongoing.

# Discussion re: finance reports being hard to understand or comprehend.

**Health and safety:** Staff member was working at the campground and nail from nail gun ricocheted off a knot in wood into hand. Taken to hospital where they were treated, has recovered well.

**Correspondence:** Inward correspondence

Apr 26 email from Delia Walker re: Okains Bay WWII memorial plaque information.

Apr 27 email from Graeme Page re: draft minutes.

Apr 27 email from Aaron Leith re: minutes received.

Apr 27 email from Banks Peninsula re: minutes received.

Apr 27 email from Colin Jacka re: finance reports.

May 1 email from Adrianna Hass re: Okains Bay RMC meeting dates for the next year.

May 19 email from BP re: Approved RMC appointments for Okains Bay

Jun 8 email from Wayne Kay re: upcoming meeting.

Jun 9 email from Delia Walker re: updates on WWII plaque and Reserves managed by RMC.

Jun 13 email from Wayne Kay re: meeting agenda.

Jun 14 email from Denise Tully re: zoom meeting option.

Jun 14 email from Colin Jacka re: April, May finance reports.

Jun 20 email from Nick Thacker re: apologies for upcoming meeting.

Jun 20 email from Denise Tully re: apologies for Aaron Leith and Denise for upcoming meeting.

Outward correspondence

Apr 22 email to Graeme Page re: draft minutes

Apr 27 email to Colin Jacka re: my IRD number and bank account details.

Apr 27 email to All re: minutes of meeting held on April 19th 2023.

Jun 9 email to All re: upcoming meeting on June 21st 2023.

Jun 14 email to All re: minutes and agenda for upcoming meeting.

*Correspondence to be sent out with minutes a week before upcoming meetings.*

**Finance reports:** to be discussed and passed at the next meeting.

**General business:** # maintenance and development at the campground. Colin spoke to the Board about current and upcoming projects.

# no discussions have taken place since the last meeting. Koukourarata runanga have endorsed the proposed plan in principle. Discussion will be ongoing.

# deputy chair - Wayne asked members to consider options to fill this position when he is unavailable.

# water supply - a meeting to discuss Okains Bay water supply to be held at the campground office on Thursday 22nd June 2023 at 6pm.

# the roof at the ablution block beside the river needs painting and small pine trees behind the toilet block should be cut out, burnt and replaced with natives.

*Moved Richard/Graeme that pine trees be removed and replaced with native plantings.*

*Carried. Colin to follow up with Paul Devlin.*

# Richard suggested putting name down to receive soil being dug up in Robinson's Bay.

# Lester complemented the layout of plantings in the campground.

# no money was made from felling pine trees at the beach as logs were used for garden edging or chipped and used on gardens.



# Colin said he will have improved facilities set up for online meetings.

Meeting closed at 6.33 pm.

Next meeting on Wednesday 16th August 2023 at 5 pm in the campground office.

.....  
Chairman

.....  
Date

Confirmed

Item 7

Attachment C

**Garden of Tane RC meeting minutes**  
**Thursday March 23, 2023**  
**Held at The Garden of Tane Nature Playground**

**Present:** Suky Thompson, Lynda Wallace, Jeremy Buchanan, Bryn Thompson, Ron Birch

**1 Apologies**

- Apologies from Leigh Hickey, Steffan Kraberger and Fiona Waghorn are accepted.
- The resignation of John McIlroy was received with sadness. John was thanked for his many years of service to the Garden of Tane, and wished well for a speedy recovery.

**2 Slapaphone**

- Prior to the meeting opening, the committee was shown the new Slapaphone musical instrument created and installed by Simon Tipping in the Nature Play Area
- Simon demonstrated how the instrument works by playing the National Anthem. The pipes are tuned to the G scale.
- The committee was very impressed and thanked Simon Tipping for his ingenuity and hard work in creating this attraction for the Nature Play Area

**3 Declarations of Interest**

Bryn Thompson declared that his company Metalcraft supplies the heritage benches.

**4 Minutes of the previous meetings**

*The minutes of the meeting on February 14, 2023 are approved.*

*Wallace/Buchanan*

**5 Co-option of new member**

*Ron Birch is co-opted onto the Garden of Tane Reserve Committee for a three year term.*

*Thompson S/Wallace*

**6 Financial Report**

- The remaining Council capital budget is \$15,000 and needs to be allocated through purchase orders by the end of June.
- The Akaroa Civic Trust holds \$1,499.34 of funds donated for use in the Garden of Tane. There is no timeframe on when this needs to be used.

**7 Quotes for capital work**

- Excluding gst, the quotes for track and arborist work received from Wood Ltd and The Tree People are less than \$15,000.

*The quotes for track and arborist are approved, and Steven Gray will be asked to issue the purchase orders.*

*Thompson S/Thompson B*

- The Tree People will also be asked to remove the oak branch on the marked tree off Onuku Road.

- The matter of retrieving the cypress logs is to be discussed with Alan Hemsley

*The cost of materials for the Slapahone of \$295.75 is also approved for reimbursement by Council as part of the Nature Play area project.*

*Wallace/Buchanan*

The committee will ask Paul Newport to make a sign for the Slapahone identifying its name and date of installation. Simon Tipping is adding a small sign giving instructions on how to play it.

#### **8 Bikes in the Garden**

- Bikes have been observed again creating cut through tracks.
- This is being done by both adults and children. The adults are thought to be coming from the AkaTracks park
- Signs will not be erected at this stage. Instead Suky Thompson will speak with AkaTracks and as that members are informed that the Garden of Tane is not for cycling, and Jeremy Buchanan will speak with the kids involved.

#### **9 Weed work**

- Suky to suggest to Refuge Ecology that they recommence work after the Easter holidays

#### **10 Heritage bench**

- The original heritage bench frame to be uplifted from Robin Burleigh by Suky and delivered to Bryn
- Bryn will then clean it up and supply the timber planks.
- Bench to be installed at Big Pine lookout

#### **11 Triennial Plan/Maintenance agreement with Council**

- Work is to continue on the Maintenance Plan and Asset register work
- The Committee will consider whether there are further capital works for its Triennial Plan at its next meeting

#### **12 Health and Safety**

The committee is concerned about the following health and safety matters:

- Dangerous behaviour by cyclists biking to fast on the narrow tracks in the Garden and making cut throughs. Bernie Reid reported that he had been nearly knocked down.
- Dead trees hanging over paths and broken branches after storm damage
- Hollie Hollander and American Foulbrood association to be informed of another wild bee nest near Onuku Road that may also be infected.

#### **13 Public forum**

- Lynda Wallace reported that Lumiere will not be held this year, but it is planned for 2024.

*Meeting closed 6:35 followed by committee walkabout.*

*Date of next meeting 13 June at The Madeira. Former members to be invited to dinner after*

**Garden of Tane RMC meeting minutes  
Tuesday May 10, 2022  
Grand Hotel**

**Present:** Suky Thompson, Alan Hemsley, Nigel Ferguson, John McIlroy, Marie Rhodes, Patsy Dart, Lynda Wallace  
**In attendance:** Nigel Harrison

**1 Apologies**

Steffan Kraberger, Leigh Hickey, John Fitch,

**2 Minutes of the previous meetings**

*The minutes of the meeting on February 8 2022 are approved.*

*Dart/Ferguson*

**3 Pest Control talk from Pest Free Banks Peninsula Urban Ranger**

- PFBP Urban Ranger Ollie Rutland-Sims gave a presentation covering the Pest Free Banks Peninsula objectives as a whole and the plans for urban Akaroa.
- PFBP is made up of 14 different agencies and community groups and is community led with agency support
- By 2025 they intend to work on Kaitorete Spit and the extended Wildside (Eastern Banks Peninsula from the Timutimu head to Okains Bay) eliminating possums and suppressing feral cats and mustelids.
- This will generally be achieved through broadfocoum poisoning and trapping. Broadfocoum will not be used near water supplies and accidental poisoning of pets is treatable by vets.
- Work in Akaroa will be done in conjunction with the school.
- Plans for the Garden of Tane are a 3 week pulse operation with bait pre-feeding and rat traps and cage traps at the end of May. The schools kids will assist, with Ollie Rutland Sims overseeing and servicing cage traps.
- The existing committee traps are to be left in place.
- After discussion the following resolution was passed.

*Garden of Tane RMC approves the PFBP plan to carry out the Urban Pulse in the Garden of Tane – understanding that this is a 3 week pulse using TREX, BPT 220 and cage traps, cage traps baited with fruit, target species possums, rats, mustelids and hedgehogs. The traps to be checked by Ollie Rutland-Sims from PFBP with assistance from School pupils in the locations presented, and results of the trapping programme are to be shared with the RMC.*

*Dart/Hemsley*

**4 Behaviour issues in Garden of Tane**

- Marie Rhodes to discuss with Community Parks staff the reason for the rocks in the carpark

**ACTION RHODES**

- An Oregon Tree in the carpark needs to be felled by arborists and the timber left in 3m lengths at the carpark. Once this is done Alan Hemsley will remove and retain re-use in the park.

**ACTION FERGUSON/HEMSLEY**

- Graffiti on the old toilet block is to be reported to Council for removal.

**4.1 Bikes in the Garden of Tane**

- Local children on mountain e-bikes have been worrying pedestrians on the existing tracks and constructing unauthorised cut-through tracks in the park.
- The concrete guttering around the Grotto has been obstructed with wood to create jumps putting drainage at risk
- The committee agreed with the suggestion from Ranger John Fitch that the unused area above the carpark could be used by kids on bikes, but nowhere else.
- Marie Rhodes agreed to take up the matter and address the school.

*Marie Rhodes is to speak with school, having first sent her messages to the committee for comment. Matters to be addressed are that the RMC has received complaints from the public that bike riding is putting other users at risk. The RMC understands that children benefit from creating their own challenges an activities and would be happy for this activity to take place above the car park area, but not elsewhere in the Garden of Tane, and that if this behaviour continues in the rest of the Garden then it will put the RMC in the position of asking the Council to ban bikes from the Garden of Tane.*  
**Tāne Carving update**

*Thompson/Dart*

**ACTION RHODES**

**5 Financial report**

- Steven Gray was thanked for sending through the latest financial report.
- Remaining funds in this financial year of approximately \$9k are to be used to improved disabled and elderly access. Suky Thompson and Steffan Krabberger to prepare a proposal to improve access from Onuku carpark, a handrail on the steps up from the Yacht Club and other minor improvements that will assist the elderly or those in wheelchairs to access the Garden.

**ACTION KRABERGER/THOMPSON**

- Funding for FY23 commencing 1 July is to be used for the Nature Playground and Tane carving installation, and no further projects commissioned until the final costs of these two projects are known.

**6 Nature Play area**

- Consultation has concluded, and the Council has requested that the RMC indicate how disabled access to the new play area is to be provided.
- The RMC supported Steffan Krabberger's proposals that a compacted Teddington chip path is used to provide access from the Onuku carpark to the Folly Hut ramp, and that the soundchimes are moved to be accessed from the ramp.
- The committee noted that hearing birdsong and feeling the textures of the timbers and Maori carvings provide for visually impaired
- The RMC will request that the Nature Play area is presented to the Community Board as soon as possible to enable contracts to be let, and that the combined opening event for this and the Tane carving will be held at Labour weekend in October.

**ACTION THOMPSON**

**7 Tane Carving**

- The carving is complete and carver Simon Rogers has been paid,
- The carving will remain at his work area until the Nature Play area is nearing completion and then installed.
- Patsy Dart was thanked for her work on the fundraising.
- A method of mounting the carving has been prepared by Council engineer Simon Gifford. This will involve a concrete base and a tannelised timber round post affixed to the back of the carving.

**8 Interpretative map panels**

- There was agreement that surplus funds of \$3,400 from Patsy Dart's donation toward the Tane carving would go toward map panels.
- These are to indicate the areas suitable for wheelchairs. Lynda Wallace to work with Suky Thompson to revise the existing maps.

**ACTION THOMPSON/WALLACE**

**9 Heritage Benches**

- Nigel Ferguson and his team of volunteers were thanked for installing three new heritage benches
- Former DOC ranger Robin Burleigh has the remains of an original bench from the Garden which he has offered back. Suky Thompson to uplift so that this can be used to create a new bench. This will be placed at Big Pine Lookout.

**ACTION THOMPSON**

- Steffan Kraberger will install better posts when he does the playground.
- Bryn Thompson is donating another bench to go near the Tane carving. This will be appropriately located once the carving is in place.

**10 Weed work**

- Any budget remaining in the current financial year is to be used to deal with Climbing Asparagus and the Periwinkle above the Grotto.

**11 Maintenance agreement with Council**

- Suky Thompson to speak with Council Parks department about ongoing maintenance to protect the Council's 10 year capital investment.

**ACTION THOMPSON**

**12 Hospital entrance**

- Marie Rhodes to ask Paddy from Community Parks to deal with periwinkle, weeds and small oaks at hospital entrance.

**ACTION RHODES**

- Nigel Fergusson to ask Council to deal with channel in roadside which is a trip hazard, but critical to diverting stormwater from Lighthouse Road away from Garden.

**ACTION FERGUSON**

**13 Any Other business**

- Alan Hemsley to provide specifications for gutter guard for the old toilet block and Suky Thompson to then order through Steven Gray.

**ACTION HEMSLEY/THOMPSON**

**14 Date of Next meeting**

- Scheduled date is Aug 8=9, 5:30 .

Confirmed

**Garden of Tane RC meeting minutes**  
**Tuesday June 13, 2023, 5:30**  
**Held at Madeira Hotel**

**Present:** Suky Thompson, Lynda Wallace, Bryn Thompson, Ron Birch, Leigh Hickey, Fiona Waghorn

**1 Apologies**

- Apologies from Alan Hemsley, Steffan Kraberger, Jeremy Buchanan and Nigel Harrison were accepted.

**2 Declarations of Interest**

None

**3 Minutes of the previous meetings**

*The minutes of the meeting on March 23, 2023 are approved.*

*Wallace/Hickey*

It was noted that the new Pipeophone is very popular.

**4 Progress since previous meeting**

- Refuge Ecology have completed the weed work
- Purchase order for track work has been issued to Wood Ltd and work expected to commence late June.
- Purchase order for arborist work has been issued to The Tree People and work is expected to take place 19-20 June
- Original heritage bench frame uplifted from Robin Burleigh and supplied to Bryn Thompson.
- Paul Newport asked to make some further timber signs
- Giant sequoia planted with Akaroa Area school below carpark to mark the King Charles Coronation.

**5 Financial Report**

- The financial report from Steven Gray shows the Garden of Tane has \$187 left in its capital budget for this financial year. This is to be used for the timber signs.
- The Akaroa Civic Trust holds \$1,499.34 on behalf of the Garden of Tane
- Steven Gray has advised that the Parks Unit are looking to spread out the future funds allocated for the Garden in the LTP (\$100k in 2030) at the rate of \$10k per annum. If further funds above this are needed these would be requested through the LTP process.

**6 Track signs**

- A walkabout with Paul Newport prior to the meeting identified timber signs to label the Pipeophone, and to mark the Lookout track that branches off Fern Gully Track and dissuade bikers from using a cut through track they have made.
- The meeting approved this suggestion as the use for the remaining capital funds, to be additionally subsidised from the Civic Trust held funds if needed.

*Garden of Tane RC Minutes June 13, 2023*

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## 7 Coronation Tree Plaque

- Wording for the King Charles Coronation Tree brought to the meeting by Lynda was agreed, and she was asked to proceed with making an application to an appropriate Council fund (Discretionary Response, Strengthening Communities or Place Partnership) to cover the costs of the plaque, plinth and materials needed to re-use the Turkish Pine tree cage. This is expected to come to around \$1000
- It was considered well worth while protecting the young tree with a cage.

## 8 Heritage bench

- Bryn Thompson has been supplied with the metal parts of an original bench that was in the Garden of Tane retrieved by DOC ranger Robin Burleigh many years ago. It is in very good condition, and Bryn aims to have the next bench ready late July for an August installation
- Bryn is donating the slats and work, but asks that the bench is listed in the Council asset register for its book value of \$1500.
- There was agreement that this bench should be coloured Rangoon Green to distinguish it from the other new benches, and installed at Big Pine lookout

## 9 Behaviour Issues and bikes

- Suky to visit Aka Tracks to discuss behaviour issues
- Worst cut through is between the Big Pine Lookout Track and Fern Gully Track. A two pronged approach will be taken to dissuading bikes and walkers from using this shortcut
  - New timber signs will indicate the proper track route
  - The top of the cut through will be blocked with kanuka rails affixed to nearby small trees
  - The cut through area will be planted at a working bee
  - Fiona Waghorn has offered to supply the plants

## 10 Working bee August

- A Working Bee will be held in August to install the new bench and do the cut through planting
- Dates to diary are Saturday 19 August, with Saturday 26 August as a rain day
- The bee will be followed by a picnic with former committee members if they are available.

## 11 Triennial Plan/Maintenance agreement with Council

### 11.1 Asset Register

- Fiona Waghorn advised that the person in charge of the asset register is Fiona Hancock.
- There was agreement that all assets need to be on the asset register and referenced by the track name that they are located on.
- The asset register staff had said that there were too many track names to enter, but the committee will ask for this to be reviewed – the names are extremely useful in locating where things are in the Garden –which is necessary if listing on the asset register is to lead to better and more structured maintenance.
- Fiona Waghorn will aim to sort this out, and if she is not successful, the matter will be raised

with the Community Board.

#### 11.2 Replacement and renewal planting – our Triennial plan

- The committee has been concerned about the number of trees that are dead or dying
- David Barwick from the Botanic Gardens has advised that this provides an opportunity to develop a new planting programme to replace trees
- There was agreement that this would be the next logical step for the Garden now that the infrastructural work has been completed
- A walkabout prior to the meeting had identified areas for planting including the Big Pine –Fern Gully cut-through area, the area between the car park and toilets currently infested with many Tasmanian Blackwood suckers, and an area alongside Onuku Road where large oaks require attention
- Trees that provide autumn colour will provide a welcome addition, and there are now sterile cultivars that will avoid a self seeding problem. Such trees could be used to replace unsafe oaks.
- The committee will advise the Community Board of its plan with a deputation, and develop a 10 year plan. David Barwick will be invited to give advice.
- Funding of \$10k per annum will greatly assist in paying for trees and for arborist work.

#### 12 Health and Safety

The committee is concerned about the following health and safety matters:

- Two large trees came down in May during a period of wet weather
- It was felt that an arborist safety review of the trees was needed, particularly before another Lumiere event
- Mario from the Council's Community Parks Team was thanked for doing a good job of removing the fallen trees

#### 13 Public forum

- Lynda Wallace reported that the Lumiere committee needs to find an incorporated umbrella group that would be willing to handle the grant funds, but would like this group to allow the Lumiere committee to plan the event. Suggestions were Heartlands or Rod Donald Trust.
- Metal work artist Brynski would be invited to do an installation at Lumiere and to consider whether something attractive could dress up the white post at the main entrance.
- Hollie Hollander to be asked if issues with American Foulbrood are now resolved.

#### 14 Pest Free Banks Peninsula

- Ollie Rutland Sims and Alex Albright from Pest Free Banks Peninsula gave a presentation updating the committee on progress since the previous presentation in May 2022.
- An Akaroa Pulse targeting possums with cage traps is planned to start in late July. The Garden of Tane has been selected as a location for about a dozen traps.
- These will be grouped together to make them efficient and attract possums with food in one spot. The Upper Tui Loop has been selected. The committee agreed this is a good location as it is fairly remote.

- The Garden of Tane work is being done in conjunction with Akaroa Area School, who will be involved with pre-feeding.
- The committee approved the use of trail cameras to monitor the traps
- Rat traps will be set next to the cages.
- Possums will be taken off site to be shot. Any cats trapped will be assumed to be pets and released.
- Neighbours of the Garden are also offered to have traps.

*Meeting closed 7:05 followed by a dinner.*

*Date of Working Bee Saturday 19 August, with Saturday 26 August as a rain day*

*Date of next meeting Tuesday 12 September at The Madeira.*



## Okains Bay Reserve Committee Meeting Minutes

### Minutes of the Ordinary Meeting held:

**Date:** Wednesday 16 August 2023

**Time:** 5pm

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

Present: Wayne Kay (Chairperson), Graeme Page, Sharon Henderson, Judy Thacker, Lester Fletcher, Nick Thacker.

### In Attendance

Colin Jacka, Amour-Jane Ryan, Michelle Wallis-Hartley.

Via Online Teams: Denise Tully and Stacey Te Pohue Rose.

#### 1. Apologies

Delia Walker, Asif Hussain, Richie O'Malley and Aaron Leith.

*Moved Graeme/Judy the apologies be received from the Committee. Carried.*

#### 2. Declarations of Interest

Nil

#### 3. Public Forum

Nil

#### 4. Confirmation of Minutes

Moved that the minutes of the previous meeting held on Wednesday 21st June 2023 be confirmed, subject to the following amendment. Under Matters Arising # Reserves land and parks schedule and after the first paragraph the following amendment be added...

" Delia advised the Okeina/Okains Bay Management Plan Advisory Group, has been formed to act in an advisory capacity to assist CCC to review the existing Okains Bay Reserves Management Plan 2006 and prepare new Management Plan for Okeina. The current Okains Bay Reserve Committee will continue to operate as per the Banks Peninsula Reserves Committees Terms of Reference adopted by the Te Pātaka Rākaihautū Banks Peninsula Community Board on 12 December 2022, until such time as a new Management Plan for Okeina is formally adopted. It is intended that the land parcels vested in Te Runanga o Ngai Tahu under the Ngai Tahu Claims Settlement Act 1998 will be included in a new Okeina/Okains Bay Management Plan. It is intended that Sefton's Park will be included in the overall Banks Peninsula Reserves Management Plan.

WWII plaque; Under the Ngai Tahu settlement, CCC has ownership of the plaque in the hall and suggests the responds to correspondence from the Museum with a letter notifying the Museum that the plaque will be offered as a loan with suitable documentation. *Sharon to send an email notifying the Museum that CCC will be in touch.*

*Moved Richard/Graeme the Okains Bay Reserve Management Committee support the option of the WWII plaque be loaned to the Okains Bay Museum. Carried.*

*Moved Graeme/Judy that the Okains Bay RMC meeting minutes on June 21st 2023 be confirmed with above amendment. Carried.*

## 5. Matters Arising

5.1 Reserves Land and Parks Schedule. Sharon tabled an email from Delia Walker re: Victoria Park with a map showing the area sits within the Coastal Marine Area therefore is managed by Environment Canterbury. *Sharon to send copies of email to Denise, Stacey, Aaron, Richie, Nigel and Richard.*

5.2 War Memorial Board in Community Hall. Delia has forwarded relevant information to council staff to action as specified and will update as necessary.

5.3 Consent approval for two cabins. Colin stated consent should be through soon and then the power supply will be looked into to complete installation.

## 6. Health and Safety

6.1 There were no issues of concern but it was noted that the campground held up well during recent storms and intense winds.

6.2 Graeme asked where liability falls if there was an incident in the campground and was assured liability is held by Council not Committee members.

## 7. Correspondence

### Inward

7.1 Jun 23 email from Colin Jacka re: using google document for meeting minutes.

7.2 Jun 24 email from Banks Peninsula re: Okains Bay RMC meeting minutes.

- 7.3 Jun 30 emails from Colin Jacka re: new templates for minutes and agenda.
- 7.4 Jul 3 email from Natasha McDonnell re: Okains Bay RMC unconfirmed minutes included in BPCB agenda.
- 7.5 Jul 9 email from Graeme Page re: meeting minutes received.
- 7.6 Jul 11 email from Banks Peninsula re: RMC Induction meeting invites. Forwarded.
- 7.7 Jul 18 email from Liz Beaven re: email from Asif Hussain regarding BPCB minutes.
- 7.8 Jul 21 email from Delia Walker re: two amendments to the June minutes.
- 7.9 Jul 22 email from Asif Hussain re: storm update.
- 7.9 Jul 26 email from Nick Thacker re: email address update.
- 7.10 Jul 28 email from Colin Jacka re: converting document to pdf file.
- 7.11 Aug 2 email from Natasha McDonnell re: follow up on pdf file.
- 7.12 Aug 8 email from Wayne Kay re: agenda for next meeting.
- 7.13 Aug 14 automatic reply email from Stacey Te Pohue Rose re: on leave.
- 7.14 Aug 14 email from Stacey Te Pohue Rose re: email address update.
- 7.15 Aug 14 email from Colin Jacka re: online teams meeting.
- 7.16 Aug 15 email from Delia Walker re: apology and update on Victoria Park and WWII plaque.
- 7.17 Aug 15 email from Amour re: printing for meeting.
- 7.18 Aug 15 email from Colin Jacka re: campground financials.
- 7.19 Aug 16 email from Asif Hussain re: apology for meeting.
- Outward
- 7.1 Jun 30 email to all re: Okains Bay RMC June meeting minutes.
- 7.2 Jul 26 email to Okains Bay Museum re: WWII plaque.
- 7.3 Jul 26 email to all re: RMC Induction meeting invitation from CCC.
- 7.4 Aug 2 email to all re: BPCB agenda and minutes of August meeting.
- 7.5 Aug 9 email to all re: upcoming Okains Bay RMC meeting agenda and minutes.
- 7.6 Aug 14 email to all re: correspondence for upcoming meeting.

7.7 Aug 14 email to Michelle Wallis-Hartley re: agenda, minutes and correspondence.

7.8 Aug 15 email to Okains Bay campground re: printing for upcoming meeting.

7.9 Aug 15 email to all re: new format for agenda and minutes.

*Moved Nick/Lester that the Inward correspondence be received and the Outward correspondence be endorsed. Carried.*

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

8.1 Discussion re: budget for upcoming projects.

*Moved Graeme/Nick that financials be accepted. Carried.*

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

Nil.

## **10. General Business**

10.1 Maintenance and developments at the campground required during the off season. Beginning of season was extended to 1st September 2023.

10.2 New format for booking forms now includes WoF and REGO information and requirements.

10.3 Disabled toilet refurbishment finished and a mirror will be purchased to complete the upgrade.

10.4 New gardens have been made and grass is growing well in area on right hand side of road through campground.

10.5 Deputy Chairperson. Moved Graeme/Lester that Nick Thacker be appointed Deputy Chairperson. Carried.

10.6 Looks like a busy season is coming up, especially if cabins are ready. Projections and comparisons with past years forecast increased numbers likely.

## **11. Next MeetingMeeting**

The next Okains Bay Reserve Committee meeting will be on Wednesday 18th October at 5 pm in the Okains Bay Campground Office, Okains Bay.

**The meeting closed at 5.53 pm.**





## Stanley Park Reserve Committee MEETING MINUTES

**Minutes of the Ordinary Meeting held:**

**Date:** 16/08/2023

**Time:** 9.30 am

**Venue:** Akaroa Yacht Club

### **Present**

Rod Naish Chair, Elizabeth Haylock, [acting secretary for T Richardson] Chris Mangles, Grant Ryan, Barry Brunton,

### **In Attendance**

Fiona Waghorn,

#### **1. Apologies**

Kit Grigg, Tim Richardson

Mover: Grant Ryan / Seconder: Chris Mangles

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

nil

#### **3. Public Forum**

nil

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

Triennial Meeting 02/03/23

Confirmed informal meeting notes

Meeting 17<sup>th</sup> June cancelled

Moved: R Naish / Seconded: Grant Ryan

#### **5. Matters Arising**

1. Track to Rue Noyer: the committee has in the past discussed the desirability to preserve access for the community up and down this popular track. Chris Mangles is looking into the

1

Item 7

Attachment H



survey plans and aims to chat with neighbouring landowners, and to report back with what he discovers.

2. The track for the kissing gate near the park front entrance has been damaged by weather, it is safety dangerous especially to walk down, requires repair and refining. This is noted in health & safety report.

3. Fiona Waghorn reported road reserve track below Goughs on Beach Rd has been investigated by CCC and would be very expensive to reinstate. It is recommended that the public walk down road if walking via Julius Place and pick up track lower down.

## 6. Health and Safety

"The risk register for the park has been updated identifying one new High risk issue and two Moderate risk issues that need to be addressed urgently to prevent injury.

**We ask that staff open this and action.**

<https://docs.google.com/document/d/1vtHTFEv67qqLhzKnGrNsWMhZCmPVx5l8D5wBdaqMZHg/edit?usp=sharing>"

## 7. Correspondence

Re Reserve Committee induction meetings from

**Natasha McDonnell**

**Kaitohutohu Mana Whakahaere – Banks Peninsula Governance Advisor**

Te Hāpori Tautoko me te Rōpū Rangapū / Community Support & Partnerships Unit

## 8. Triennial Plan

### Staff Financial/Operational Report

Fiona Waghorn, Community Partnership Ranger was in attendance to work through our budget / needs for the Triennial Plan.

6 weekly roadside mow of boundary Penlington Place required.

6 weekly check and cut / spray of grass & growth on steps leading into park from Beach Road and top of Watson St entrance.

3 monthly weed eat / spray of tracks and weeds in park esp. keeping a check on old man's beard.

3 monthly check of all fences.

3 monthly mow of top paddock Penlington Place if necessary.

One off,

Clear Ngaio & Poroporo from top of park by stile, fence compromised.

Clear viewing point bottom of park overlooking wharf.

Clear broken totara & kowhai broken down under weight of muehlenbeckia in storm.

Clear ongaonga off side of tracks.

Place gravel on entrance and exit of Penlington Place entrance, very muddy and slippery.

## 9. Update from Working Groups

nil

## 10. General Business

1. Reserve Committee Induction Meeting. Barry Brunton & Elizabeth Haylock attended this. Barry gave a report on the meeting. It was worthwhile and informative.

We need to get hard copies of the Handbook which will be available after the 3 induction meetings. E Carter who is working on this will include amendments from these meetings.

2 .Meeting rooms. It was discussed by Rod that since the earthquake after the CCC Service centre was closed that the Akaroa Yacht Club allowed us to meet there helping us out as a community group. Now the Service centre has a council meeting room it was suggested that we investigate holding our meetings in a council facility and booking our meetings there.

E Haylock agreed to check this out and book for this year and next years meetings.

Moved we write a letter to the Akaroa Yacht club thanking them for the use of their facilities. E Haylock will do this.

**Meeting dates for 2024 booked and confirmed, Akaroa Service Centre.**

To be held at Akaroa Service Centre Boardroom. 9.30am

Wednesday February 21<sup>st</sup>

Wednesday May 15<sup>th</sup>

Wednesday August 21<sup>st</sup>

Wednesday November 20<sup>th</sup>

## 11. Next Meeting

Wednesday 15th November 2023 at the Akaroa Service Centre Boardroom

In Attendance, Delia Walker, Parks & Recreation Planner who will work with us on updating the detail section on Stanley Park and look at our key priorities and overall goals .

**The meeting closed at 10.30am.**

## 8. Briefings

Reference / Te Tohutoro: 23/1297306

Report of / Te Pou  
Matua:

Liz Beaven, Community Board Adviser

Senior Manager /  
Pouwhakarae:

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

### 1. Purpose of Report Te Pūtake Pūrongo

The Board will be briefed on the following:

Subject	Presenter(s)	Unit/Organisation
Akaroa Rubbish Bins Replacement	Kerri Bowen	Team Leader Parks Sector Banks Peninsula

### 2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Notes the information supplied during the Briefings.

### Attachments Ngā Tāpirihanga

There are no attachments to this report.



## 9. Takamatua Domain Landscape Development Plan

Reference / Te Tohutoro: 23/1039287

Report of / Te Pou Matua:	Derek Roozen, Senior Network Planner Parks (Derek.Roozen@ccc.govt.nz) Swantje Bubritzki, Senior Engagement Advisor (Swantje.Bubritzki@ccc.govt.nz)
Senior Manager / Pouwhakarae:	Andrew Rutledge, Head of Parks (Andrew.Rutledge@ccc.govt.nz)

### 1. Nature of Decision or Issue and Report Origin

- 1.1 For Te Pātaka o Rākaihautū Banks Peninsula Community Board to approve the landscape development plan for Takamatua Domain.
- 1.2 Te Pātaka o Rākaihautū Banks Peninsula Community Board was informed via an information report on 13 February 2023 on the proposed landscape development plan for Takamatua Domain.
- 1.3 The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined based on the local nature of the project, low actual impacts with acceptable developments for works on an archaeological site, and broader ecological, public, and cultural benefits.

### 2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves the Takamatua Domain Landscape Development Plan (Attachment A) and accompanying Appendix 1 (Elevation views of boardwalk) (Attachment B).

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

- 3.1 The plan enables public access to the reserve and provides landscape improvements whilst also protecting the archaeological and cultural heritage values.
- 3.2 The plan was prepared in collaboration with the Takamatua Ratepayers Association and is mostly supported by the wider community.
- 3.3 The plan will facilitate interpretation of the area's inherent values.

### 4. Alternative Options Considered Ētahi atu Kōwhiringa

- 4.1 Not to approve the landscape development plan – Not Recommended
  - 4.1.1 Advantage – retains the status quo, which is the preference of a small number of submitters.
  - 4.1.2 Disadvantage – The Domain remains unimproved and closed for public access.
  - 4.1.3 Disadvantage – Available funding, including contribution from the Takamatua Ratepayers Association, is not utilised.

- 4.1.4 Disadvantage – The Domain’s ground wetness occurring at times of heavy rain is not able to be addressed with landscape improvements.
- 4.2 Request a more limited Domain development to open it up for public access, without the boardwalk and planting, instead providing limited facilities such as a picnic table and signage – Not Recommended
  - 4.2.1 Advantage – Less cost and perceived disturbance to neighbours.
  - 4.2.2 Disadvantage – The Takamatua Ratepayer Association’s vision for the Domain is not realised.
  - 4.2.3 Disadvantage – Ready and dry feet passage by visitors during wet condition is not provided. Also, the Domain remains unenhanced with native plantings.

## 5. Detail Te Whakamahuki

### Background – Takamatua Domain

- 5.1 The Domain is an undeveloped recreation reserve area, 2,807 square metres in area, at 6 Old French Road in Takamatua near Akaroa.



- 5.2 **Figure 1:** Takamatua Domain locality (Image from Canterbury Maps)



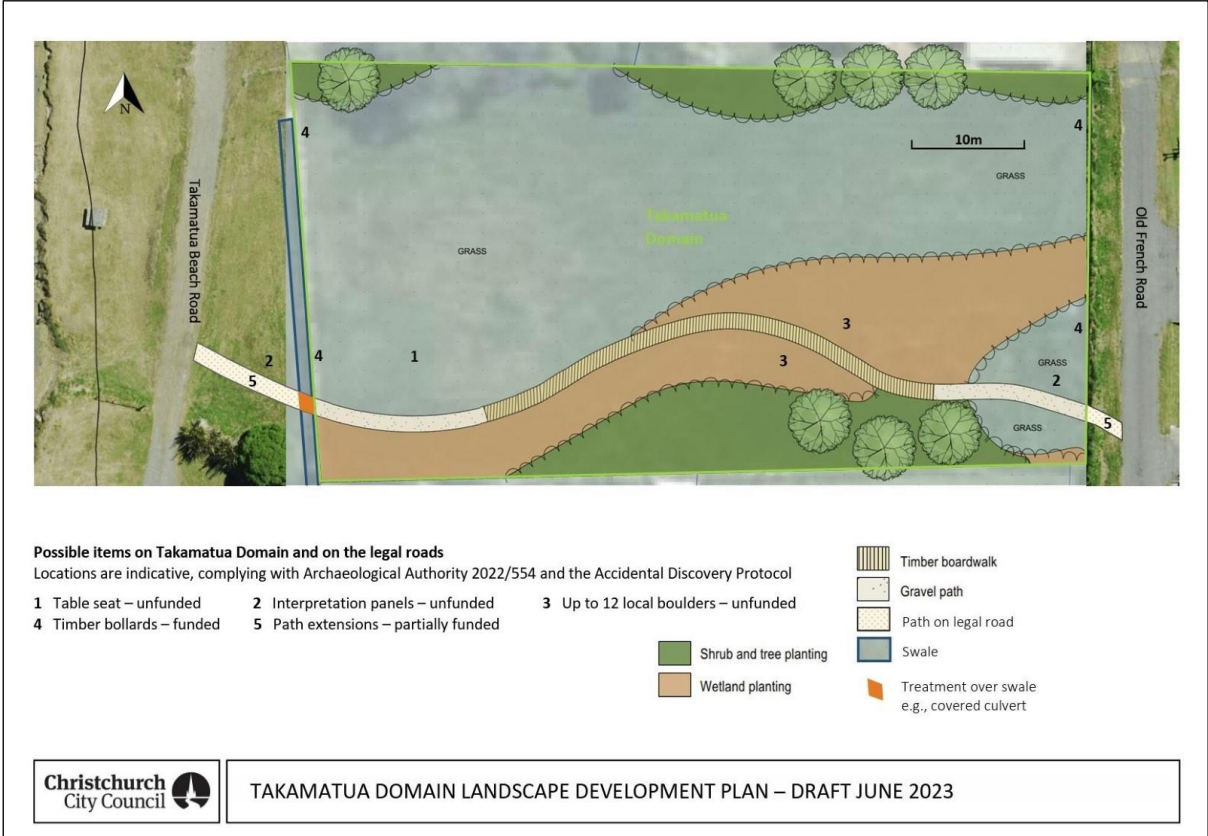


5.3 **Figure 2:** Takamatua Domain – view east

- 5.4 The Domain has a history of Māori and early European settlement activity. It includes a blockhouse being built on the site in the 1840s by the French Navy as a mini-fortress and place of refuge for the European settlers. It was one of three in the Akaroa area, with two others being in what is Akaroa township today. All were removed in the 1860s or thereabouts. In the case of the Akaroa two, all remnants above and below ground have been destroyed with the town development. The Takamatua site, however, has never been developed and below-surface remnants of the blockhouse, and any other archaeological and cultural heritage artifacts, remain. Underground geophysical imaging has indicated the probable remaining impression of the defensive trench that would have surrounded the blockhouse.
- 5.5 The Takamatua Ratepayers Association initiated a proposal for the landscaping and beautification of the Domain by way of a proposed development concept and costing. This generated the need for an archaeological authority to be obtained from Heritage New Zealand Pouhere Taonga (HNZPT) to enable earthworks to be undertaken but only with full protection of archaeological and cultural heritage.
- 5.6 Engagement with Ōnuku Rūnanga has been undertaken through Mahaanui Kurataiao Ltd (“MKT”). A Cultural Values Statement for Takamatua Domain was initially provided by Ōnuku Rūnanga. This has been updated with a Statement of Cultural Values. Both these have informed the archaeological authority application to HNZPT. The authority (reference - 2022/554: N36/224) granted gives the Council the authority to undertake specified low impact earthworks on Takamatua Domain. The authority is valid for five years, expiring 30 April 2027.
- 5.7 Council staff worked in partnership with the Takamatua Ratepayers Association to prepare and finalise a draft landscape development plan for the proposed improvements, with development costs to be shared by the Council and the Association.

### **Proposed development**

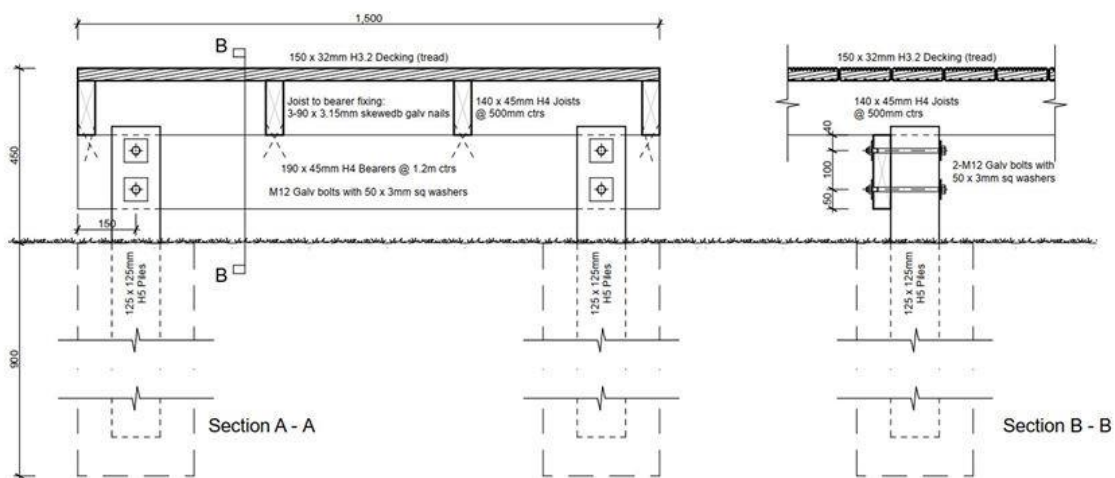
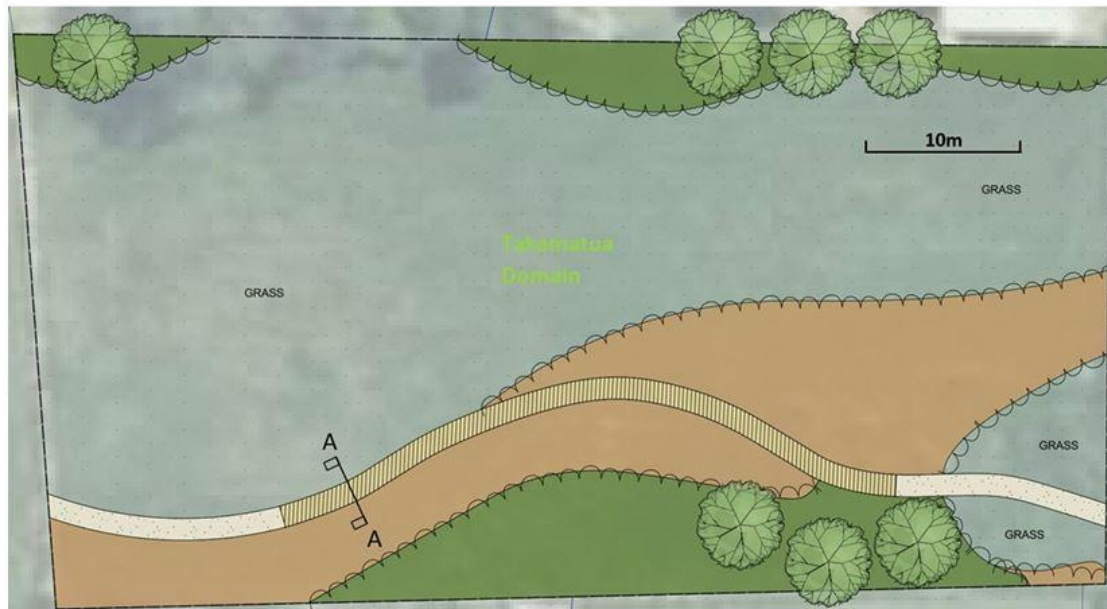
- 5.8 The draft plan incorporates proposed development on Takamatua Domain consistent with the archaeological authority.



5.9 **Figure 3:** Draft landscape plan (**Attachment A**)



Appendix 1 (Elevation views of boardwalk) to the  
Takamatua Domain Landscape Development Plan – DRAFT June 2023



5.10 **Figure 4: Boardwalk plans (Attachment B)**

**Implementation**

- 5.11 The excavation for the piles for the boardwalk and its construction will be contracted out.
- 5.12 Selected works, such as the proposed plantings (see **Attachment C** for a list of potential plants to be selected from), will be complemented with volunteer work contributed by members of the Takamatua Ratepayers Association, assisted and monitored by Parks Unit operational staff.
- 5.13 Funding for the work will be shared by both the Parks Unit and the Takamatua Ratepayers Association.

- 5.14 It is anticipated that work could commence early in 2024.
- 5.15 Prior to any work on site starting, advance notice will be given to Ōnuku Rūnanga, Heritage New Zealand and the archaeologist and cultural advisor engaged to advise on and initially monitor the works. This will probably involve a one-off site visit.

## 6. Community Views and Preferences Ngā mariu ā-Hāpori

### Public Consultation Te Tukanga Kōrerorero

- 6.1 Early engagement with the Takamatua Ratepayers Association started when the Association supplied a proposed development concept.
- 6.2 Following revision of the draft landscape development plan by staff, the granting of the archaeological authority, and the provision of a new cultural values statement by Mahaanui Kurataiao Limited on behalf of Ōnuku Rūnanga in 2022, stakeholder meetings with the Takamatua Ratepayers Association resumed in early 2023 to finalise the draft plan for public consultation. Their feedback influenced the inclusion of boundary bollards in the west and east ends of the Domain, as well as unfunded or partially funded items (tables and seats, interpretation panels, display rocks and paths extensions to the road edges). It also led to the inclusion of a proposed planting list.
- 6.3 Consultation started on 29 June and ran until 23 July 2023. An email was sent to 50 key stakeholders, including community organisations and reserve management committees in adjacent bays and Akaroa, the French consulate, Akaroa Museum, Akaroa Civic Trust, and organisations with a focus on history and heritage. The consultation was publicised in a [Newsline story](#) and posted on the Council Facebook page, inviting submissions on the [Have Your Say webpage](#).
- 6.4 Consultation documents were delivered to residents and ratepayers that own property in the immediate vicinity of the Domain on 29 June. Documents were available in the local service centre and the Akaroa Library.

### Summary of Submissions Ngā Tāpaetanga

- 6.5 Submissions were made by one recognised organisation (Akaroa Civic Trust) and 13 individuals. All but one individual submission were from Takamatua residents or ratepayers.
- 6.6 A full table of submission feedback is available in **Attachment D**.
- 6.7 The majority of submitters (10, 71%) supported the draft landscape development plan for reasons including it being for a great community asset and public space for enjoyment (3), recognising heritage and history (2), and the collaboration with the Takamatua Ratepayers Association and Ōnuku Rūnanga (2). Five submitters were fully supportive, while five expressed their general support subject to consideration of several issues.
- 6.8 The following issues were raised across submitters:
- Using low plants to ensure neighbouring properties retain their view and sunlight (9)
  - Providing and managing visitor parking on Takamatua Beach Road (4)
  - Regularly maintaining Takamatua Domain (4), including of drainage to manage excess water (2)
  - Ensuring privacy and security of adjacent properties (2)
- 6.9 A minority of submitters (4, 29%) did not support the landscape development for the following reasons:
- Increased public activity, traffic, and parking (3)

- Low use of the Domain (3)
- Cost of the works (2)

Two submitters asked for minimal improvements only, like a picnic table and interpretation signage.

- 6.10 All submissions have been read and the draft landscape development plan has been reviewed against the suggestions received. Staff do not recommend changes to the draft plan noting that:

6.10.1 The implementation of the draft plan allows for plantings to be kept low, with smaller shrubs and/or trees used in appropriate locations in consideration of neighbours and park users (for example, adjacent to a shed on a neighbouring property), balancing the retention of views and privacy. Park Rangers can work with the Takamatua Ratepayers Association, neighbours, and the community on implementing suitable plantings.

6.10.2 Visitor parking can be monitored, and if issues arise, those can be considered by the Council's Transport team.

6.10.3 Takamatua Domain is currently on the park maintenance schedule, which will continue to be undertaken as required.

- 6.11 The decision affects the following wards/Community Board areas:

6.11.1 Te Pātaka o Rākaihautū Banks Peninsula Community Board.

## 7. Policy Framework Implications Ngā Hīraunga ā- Kaupapa here

### Strategic Alignment Te Rautaki Tīaroaro

- 7.1 The decision aligns to the Council's strategic framework by contributing to the Strategic Priority to build trust and confidence in the Council through meaningful communication, listening to and working with residents.
- 7.2 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):
- 7.3 Parks, Heritage and Coastal Environment
- 7.3.1 Activity: Parks and Foreshore
- Level of Service: 6.8.5 Satisfaction with the overall availability of recreation facilities within the city's parks and foreshore network. - Resident satisfaction with the availability of recreation facilities across the parks and foreshore network: >= 70%.

### Policy Consistency Te Whai Kaupapa here

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

### Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 7.5 The decision involves a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does specifically impact Mana Whenua, their culture, and traditions.
- 7.6 A Cultural Values Statement prepared on 24 November 2017 by Ōnuku Rūnanga documents the cultural effects on mana whenua of the proposed landscaping and beautification at Takamatua Domain. This highlighted that excavations associated with the proposed works in the Domain were of concern to mana whenua because they were to be carried out in an area of cultural significance identified as Silent File 27 and may disturb Māori archaeological sites.

- 7.7 On 28 February 2022, a Statement of Ngāi Tarewa me Ngāti Irakehu cultural values in relation to Takamatua Domain was provided by Mahaanui Kurataiao Ltd on behalf of Ōnuku Rūnanga. It highlighted that the area, and by extension the wider area, is of immense cultural importance and significance to the mana whenua of Ngāi Tarewa/Ngāti Irakehu and Ngāi Tahu (Ngāi Tahu Whānui being the descendants of Waitaha, Ngāti Mamoe and Ngāi Tahu). In general, the area was noted as being of archaeological significance related to Māori occupation and activity dating back to early periods of ancestral Māori occupation within the Ōnuku/Akaroa catchment.
- 7.8 Recommended mitigation measures and protocols to protect these identified cultural values were included as conditions of the Archaeological Authority 2022/554 for the proposed works on Takamatua Domain granted by Heritage New Zealand Pouhere Taonga (HNZPT). In summary, these conditions include:
- All contractors and workers to have an archaeological briefing before the start of any earthworks.
  - HNZPT to be notified at least two days before the start of earthworks, then notified within five days of the completion of works.
  - All earthworks that may affect archaeology to be monitored and all archaeology investigated.
  - Ōnuku Rūnanga to be notified 48 hours before the start of works and have access to the site for tikanga purposes.
- 7.9 The decision involves a matter of interest to Mana Whenua and could impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.
- 7.10 Any potential impact will be mitigated through application of the measures stated in the archaeological authority from HNZPT.

### **Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi**

- 7.11 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.
- 7.12 This is because of the small scale of the proposed developments over a park area that is only 2,807 square metres. However, there will be measures taken that will contribute, in a confined and very local context, positively to adaptation to the impacts of climate change with the planting of appropriate native shrubs and trees, as well as providing recreational facilities (path, boardwalk, and seating) that are designed to cope with future sea level rise.

### **Accessibility Considerations Ngā Whai Whakaaro mā te Hunga Hauā**

- 7.13 The proposed development of Takamatua Domain will allow public access to an area that is currently inaccessible.

## **8. Resource Implications Ngā Hīraunga Rauemi**

### **Capex/Opex Ngā Utu Whakahaere**

- 8.1 Cost to Implement – A pre-tender estimate of cost for the proposed Takamatua Domain developments is \$60,000, with the largest proportion of this being for the boardwalk. The boardwalk construction is yet to be tendered. A quotation will be sought from the tenderer upon approval of the landscape development plan.
- 8.2 Maintenance/Ongoing costs - This will mainly be for weed spraying and grass mowing. Takamatua Domain is currently on the regular park maintenance round and will continue to be undertaken on this basis as required.

Funding Source - Council capex funding from capital project budget #61803 Community Parks Development of New Assets - \$40,000.

**Other He mea anō**

- 8.3 The Takamatua Ratepayers Association will contribute \$20,000 in funds towards the material costs for the proposed developments.
- 8.4 The Association will also gift time towards some of the works, including planting, site excavation and shaping, and fence bollard installation.

**Item 9**

## 9. Legal Implications Ngā Hīraunga ā-Ture

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

- 9.1 Community Boards have the delegation to approve and adopt any new landscape development plans for parks and reserves provided the design is within the policy and budget set by the Council. The Delegations Register, Part D – Sub Part 1









**Other Legal Implications Ētahi atu Hīraunga-ā-Ture**

- 9.2 There is no legal context, issue or implication relevant to this decision.

## 10. Risk Management Implications Ngā Hīraunga Tūraru

- 10.1 Due to its location on Takamatua Domain and the low height (0.45m) above the ground of the boardwalk, and the minimum impact scale of the other proposed works, neither building nor resource consent are required to be obtained. However, the conditions of Global Consent CRC173830 apply for the proposed site excavation and shaping.
- 10.2 Any potential risk to the environmental, cultural, and archaeological values of Takamatua Domain will be managed appropriately by meeting the requirements of the archaeological authority and cultural values statement.

## Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Takamatua Domain Landscape Development Plan DRAFT	23/1270721	63
B  	Appendix 1 (Elevation views of boardwalk) to the Takamatua Domain Landscape Development Plan DRAFT	23/1270726	64
C  	Takamatua Domain list of potential plant species	23/1270728	65
D  	Takamatua Domain Submission Table (Public)	23/1281743	75

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

Document Name – Location / File Link
Not applicable

## Confirmation of Statutory Compliance Te Whakatūturutanga ā-Ture

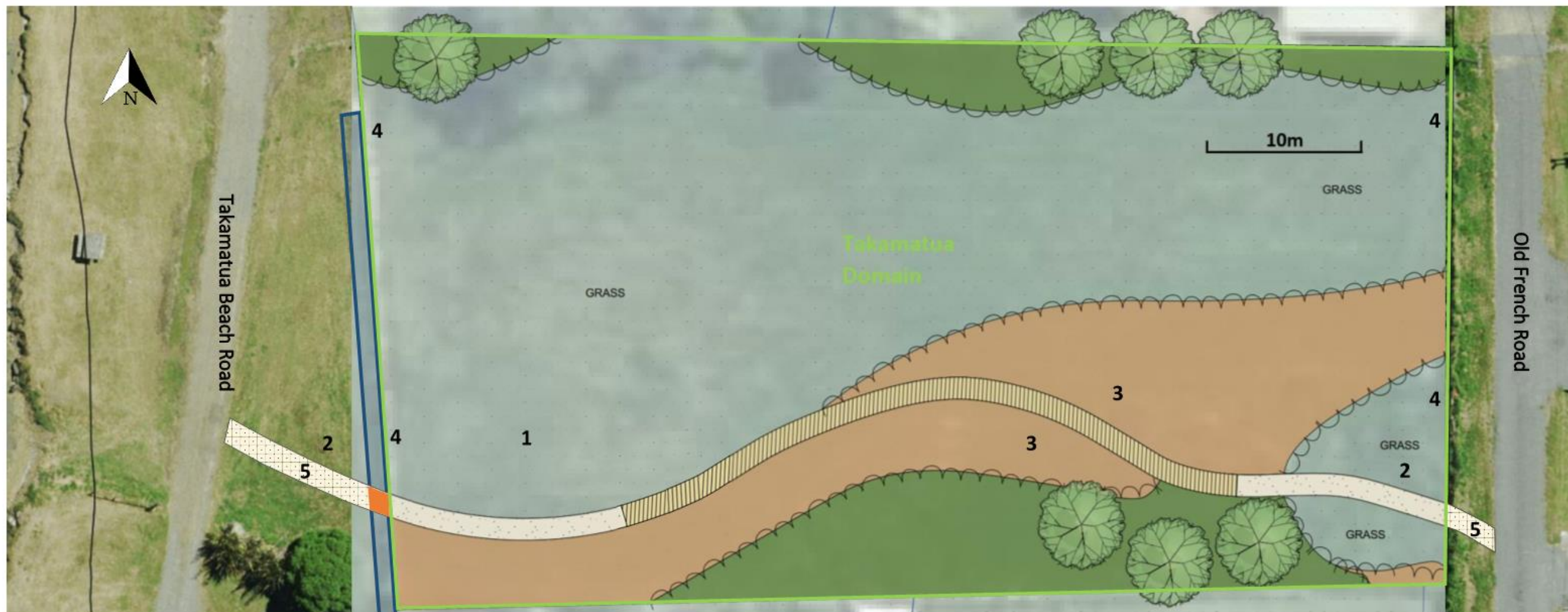
Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).
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- (a) This report contains:
- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
  - (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.
- (b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

### Signatories Ngā Kaiwaitohu

<b>Authors</b>	Derek Roozen - Senior Network Planner Parks Swantje Bubritzki - Senior Engagement Advisor
<b>Approved By</b>	Kelly Hansen - Manager Parks Planning & Asset Management Al Hardy - Manager Community Parks Andrew Rutledge - Head of Parks







#### Possible items on Takamatua Domain and on the legal roads

Locations are indicative, complying with Archaeological Authority 2022/554 and the Accidental Discovery Protocol

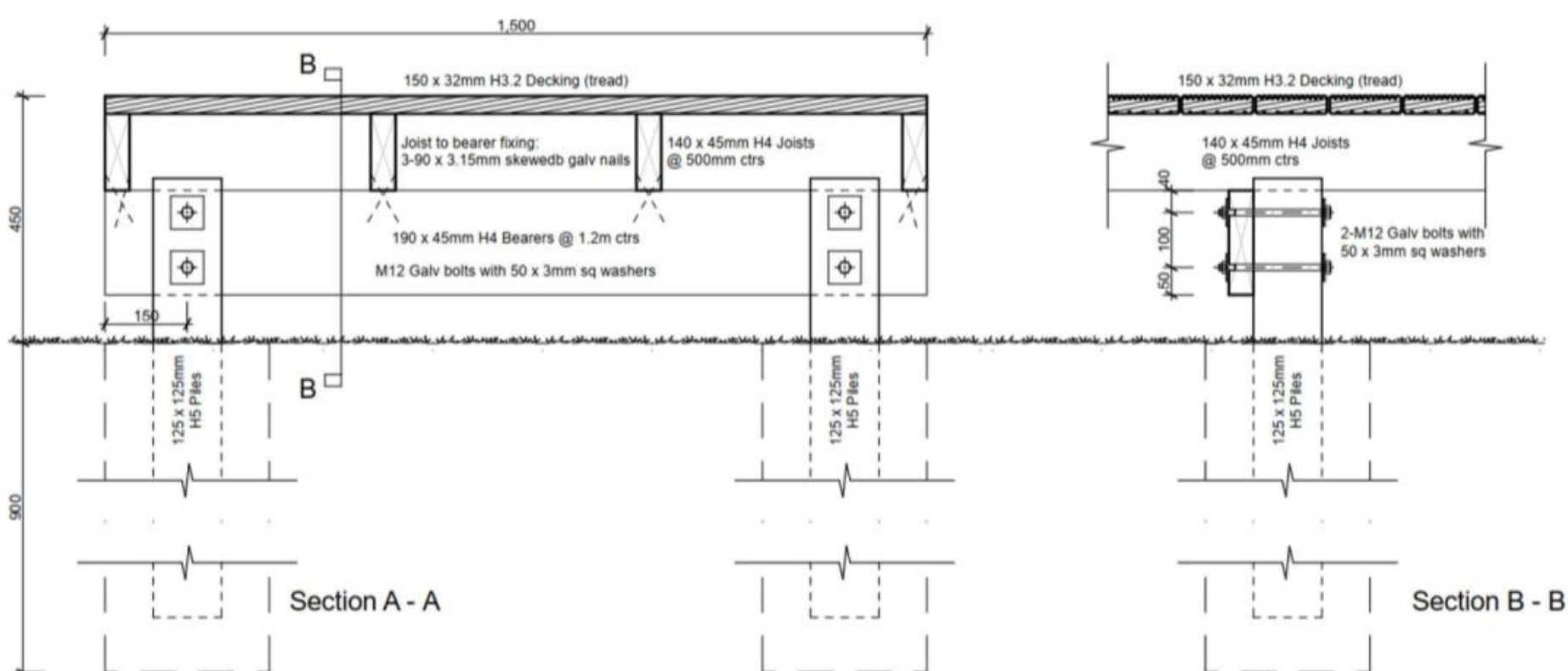
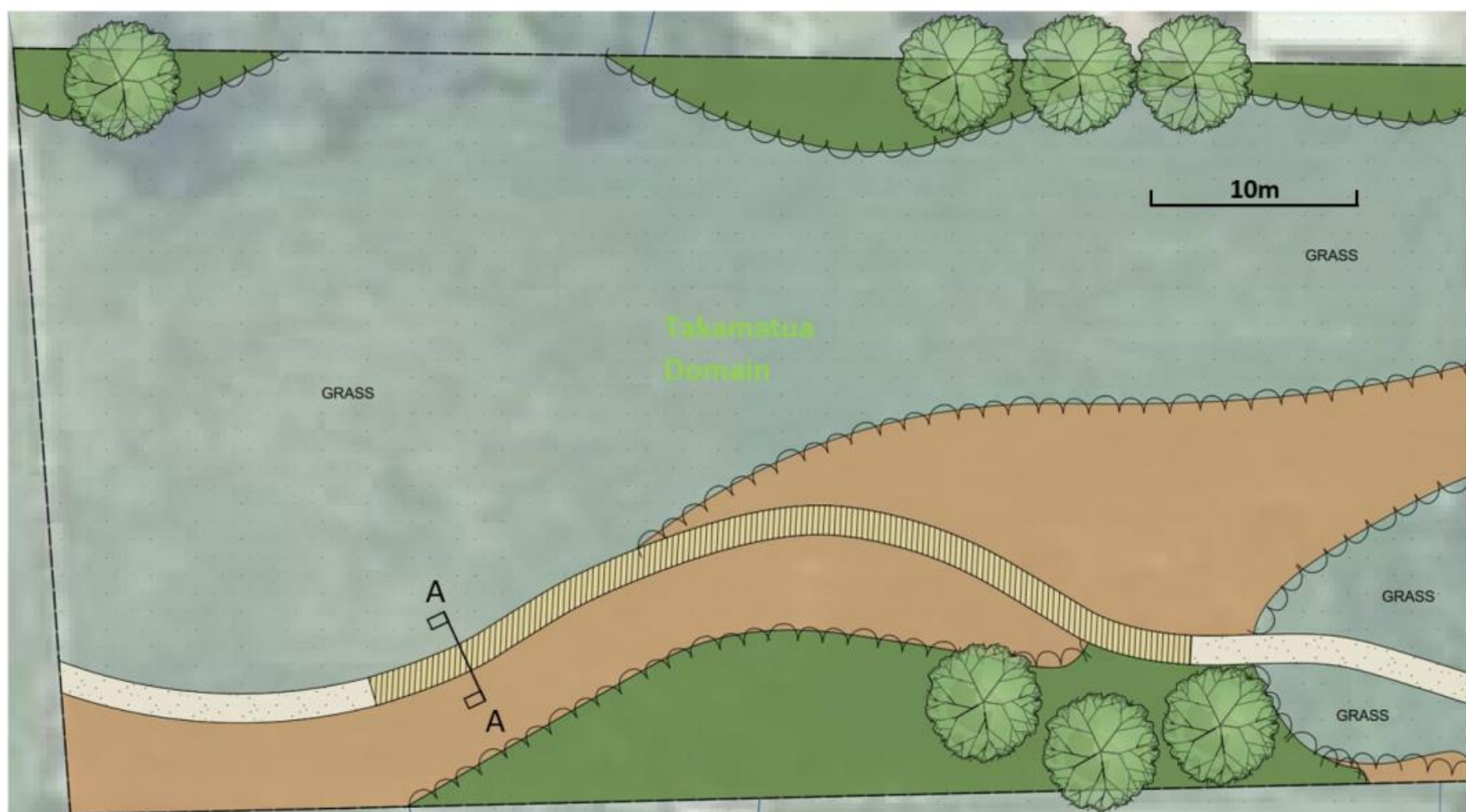
- |                            |                                      |                                      |
|----------------------------|--------------------------------------|--------------------------------------|
| 1 Table seat – unfunded    | 2 Interpretation panels – unfunded   | 3 Up to 12 local boulders – unfunded |
| 4 Timber bollards – funded | 5 Path extensions – partially funded |                                      |

-  Shrub and tree planting
-  Wetland planting

-  Timber boardwalk
-  Gravel path
-  Path on legal road
-  Swale
-  Treatment over swale e.g., covered culvert



## Appendix 1 (Elevation views of boardwalk) to the Takamatua Domain Landscape Development Plan – DRAFT June 2023





## Appendix 2 (Takamatua Domain list of potential plant species) to the Takamatua Domain Landscape Development Plan – DRAFT June 2023


The plant list reflects what would have grown at Takamatua Domain naturally - a highly diverse alluvial podocarp forest like that remaining in Hay Reserve in Pigeon Bay but with a greater coastal element along the coastal edge.





We do not intend to plant all species on the list but select a few species from it.






We propose to plant in three zones: Tree and shrubs, wetland and grass.

The harbour end of the Domain is back from the harbour edge by about 20 metres, so we propose to plant more coastal element species in that area.

As for trees, Kahikatea would have been a key podocarp due to the ground conditions being damp, as well as lowland totara and matai and a mixed canopy of smaller trees. However, due to podocarp trees or species such as Pōkākā and Titoki growing large and eventually causing potential issues on a confined site with nearby neighbours, we have not included these in the list of potential plant species.





<b>Trees</b>	New Zealand Broadleaf (pāpāuma or kāpuka)	<i>Griselinia littoralis</i>	
	Lemonwood (tarata)	<i>Pittosporum eugenioides</i>	

	Five finger (puahou or whauwhaupaku)	<i>Neopanax arboreus</i>	
	Ngaio (mousehole tree)	<i>Myoporum laetum</i>	 
	Lancewood (horoeka)	<i>Pseudopanax crassifolius</i>	 

	Lowland ribbonwood (manatu)	<i>Plagianthus regius</i>		
	Kaikomako (kaikōmako)	<i>Pennantia corymbosa</i>	 	
	Cabbage tree (tī kōuka)	<i>Cordyline australis</i>		
<b>Shrubs</b>	Red matipo	<i>Myrsine australis</i>		

Takamatua Domain list of potential plant species

3 of 10

	Rōhutu or tutuhi	<i>Lophomyrtus obcordata</i>	
	Karamū (shiny karamu)	<i>Coprosma lucida</i>	
	Mingimingi	<i>Coprosma propinqua</i>	
	Coprosma rigida	<i>Coprosma rigida</i>	

Takamatua Domain list of potential plant species






4 of 10












	Weeping matipo (weeping māpou)	<i>Myrsine divaricata</i>	
	Kawakawa	<i>Piper excelsum</i>	
	Tree nettle (ongaonga)	<i>Urtica ferox</i>	
	Bush lily (bush flax or kakaha)	<i>Astelia fragrans</i>	
	Lowland Horopito	<i>Pseudowintera axillaris</i>	
	Golden tree fern (whekī-ponga or kuripaka) <u>Note:</u> As this species will require a canopy, they will need to be a 2 <sup>nd</sup> stage planting	<i>Dicksonia fibrosa</i>	

Takamatua Domain list of potential plant species

5 of 10






	Silver tree fern (or silver fern or ponga / punga) <u>Note:</u> As above	<i>Alsophila dealbata</i>	
(Near) Coastal edge	Harakeke (New Zealand flax)	<i>Phormium tenax</i>	 
	Mingimingi	<i>Coprosma propinqua</i>	 

	Shrubby tororaro	<i>Muehlenbeckia astonii</i>	 
	Kānuka (kanuka or white tea-tree)	<i>Kunzea ericoides</i>	 
	Mānuka (New Zealand teatree)	<i>Leptospermum scoparium</i>	
	Akeake (also known as the broadleaf hopbush)	<i>Dodonaea viscosa</i>	

			
	Narrow-leaved māhoe (or māhoe-wao)	<i>Melicytus lanceolatus</i>	 
<b>Wetland (if not too wet or continuously wet)</b>	Harakeke (New Zealand flax)	<i>Phormium tenax</i>	See above
	Mānuka (New Zealand teatree)	<i>Leptospermum scoparium</i>	See above
	Mingimingi	<i>Coprosma propinqua</i>	See above
	Kahikatea (white pine)	<i>Dacrycarpus dacrydioides</i>	See above



True wetland	Pukio (soft water fern)	<i>Carex secta</i>	 
	Māori sedge	<i>Carex maorica</i>	  

	Broom rush or fan-flowered rush	<i>Juncas sarophorus</i>	
	Great soft-rush, pale rush, giant rush or leafless rush	<i>Juncas pallidus</i>	
	Wīwī (Edgar's rush)	<i>Juncas edgariae</i>	
	Giant umbrella-sedge (coastal cutty grass)	<i>Cyperus ustulatus</i>	
	Swamp kiokio	<i>Parablechnum minus</i>	

Takamatua Domain list of potential plant species

10 of 10

Submissions received on Takamatua Domain Landscape Development Plan, August 2023

Would like to speak to the Community Board

ID	Submitter feedback	Name - Organisation
51762	<p>Very delighted and happy to see this project progressed and completed over time including the involvement of the Takamautā Residents and Ratepayers Assn, Onuku Runanga and well supported and funded by the Christchurch City Council. It is an important part of our combined history.</p> <p>Takamatua Residents and Ratepayers should be congratulated on their input into this project. It has been quite a journey and a considerable funding commitment by them.</p> <p>Very happy to support this landscape plan. It is a site of significance for us all to acknowledge and recognise.</p> <p>The area has a long history of Maori occupation particularly as a temporary campsite and resting place for Maori before their final journey over the hill to Akaroa.</p> <p>The early French history and the building of the Blockhouses in Takamautā needs also to be acknowledged. The timber was sourced from the area and the Blockhouses were built in Takamatua and transported by boat around of the Bays.</p> <p>The name for the Takamatua stream is 'a place of rest after a journey' and really supports the Takamatua Domain site as a place to come and enjoy and experience the uniqueness of the site.</p> <p>If there is an opportunity to appear at a hearing I would like to be notified.</p>	Pam Richardson

Organisations / Businesses

ID	Submitter feedback	Name - Organisation
51682	See attached submission from the Akaroa Civic Trust.	Victoria Andrews – Akaroa Civic Trust, Deputy Chair

Individuals

ID	Submitter feedback	Name - Organisation
51765	I support the development of the Takamatua Domain Reserve.	Anne Bowden
51763	<p>We are the owners of [REDACTED], Takamatua. [REDACTED]</p> <p>While we are not entirely against the development of the Domain, we do have some concerns about the landscape design presented to us.</p> <ol style="list-style-type: none"> <li>1. Planting of trees and shrubs. We are concerned about the trees and shrubs that will be planted [REDACTED]. This includes the size and height and shading caused by the planting. This will have an impact on our view of the domain that we currently enjoy, and also of our neighbour's being compromised. No where on the plan does it say what types of trees and shrubs will be planted.</li> <li>2. Contour of the land We would be concerned about this being changed. At present it takes excess water when it floods.</li> <li>3. Shale Shales usually have some form of planting. What type of planting is planned for this area. Again the impact on our view of the bay would be impacted.</li> <li>4. Entrances We are concerned that the entrance on Old French Road [REDACTED].</li> </ol>	Douglas and Angela Baker
51761	<p>We own [REDACTED] and we are supportive of this landscape plan. We do have a couple of things that we feel the council needs to plan for when considering the impact on immediate neighbours that surround this property.</p> <ol style="list-style-type: none"> <li>1. The existing drainage issues that involve the council swale in front of all the properties on Takamatua Beach Road. When there is heavy rainfall many of these properties flood because the council swale has not been maintained or cleared out in the 5 years we have owned our property. There is also council planting which is blocking the swale where our property meets the Takamatua Domain. In the last 12 months we agreed to have the water supply testing machine outside our property and we alerted the council to the overgrown plants, and they were cleared a little. (Photo included). The drains run along our boundary fence and is causing the fence to subside and deteriorate.</li> <li>2. As part of the development proposal the drain [REDACTED] needs clearing out and the boundary fence replacing. (See attached photos). This fence needs to ensure privacy and security [REDACTED]</li> </ol>	Mark Calcott



Submissions received on Takamatua Domain Landscape Development Plan, August 2023

ID	Submitter feedback	Name - Organisation
	<p>██████████ as the proposed gravel walkway will now be only approximately 10m from ██████████</p> <p>3. Visitors to the Domain need suitable parking in front of the domain.</p> <p>Photos attached.</p>	
51760	<p>While we are happy for the site to be developed we think the following points need to be considered.</p> <p>The use of appropriate plantings that do not restrict the views from neighbouring properties.</p> <p>The guarantee that regular maintenance of the area will be carried out by CCC.</p> <p>Provision of appropriate car parking at Beach front. Understanding that traffic movement on Old French Road is difficult as the road is very narrow and turning a vehicle is not easily accomplished.</p> <p>Perhaps yellow 'No Parking' signs could be considered on Old French Road.</p> <p>Understanding that bach owners come to Takamatua for rest and peace and quiet.</p>	Derek and Sue Marr
51753	<p>I'm absolutely delighted after all these years that we are finally at a stage where this will go ahead and be such a great asset for the community.</p> <p>I just feel that some of the trees may block views for the residents who have properties on Old French Road.</p>	Frances Baylis
51752	<p>We are not sure why this development plan needs to go ahead. Huge cost for something which will only be used for a small number holiday home uses in the summer months. Maybe it could be tidy up and have picnic table or so. Definitely not the tall tree planting as this will take away views for the home owners in your photo.</p>	Neil Barnett
51736	<p>Why the frivolous expenditure? Where is the need?</p> <p>Tree planting will block view of the bay for residents in the immediate area.</p> <p>Extra traffic &amp; parking on Old French Road impedes residents with boats.</p>	Geoff Brewer
51735	<p>There is no need for the boardwalk &amp; planting. The reserve is hardly ever used. Mow the reserve regularly &amp; put a plaque up to commemorate the sight.</p> <p>Definitely no tall trees in planting plan as will block a number of residences views, mine included.</p> <p>No parking cars on Old French Road as a no exit narrow lane &amp; owners will have trouble getting their boats in &amp; out of driveways and down the lane.</p>	Christine Bray
51658	<p>I support the development.</p>	Cody Cooper
51602	<p>I understand the cultural significance of the site but we would like to see it left alone and just mown.</p> <p>There are several reasons for this.</p> <ol style="list-style-type: none"> <li>1. it may damage the arcs of view for the old French road residents.</li> <li>2. It will significantly increase the public activity in the area which is already a problem and to date we have never seen anyone policing watercraft which quite frankly is out of control.</li> <li>3. We are disappointed with the consultation process as non-ratepayers were excluded.</li> </ol> <p>This pamphlet is the first time we've been asked for our opinion on the matter. I have been residents for 56 or so years and would hope my opinion is respected.</p>	Anthony Waltenberg
51538	<p>We are happy for the Domain Landscaping Development to go ahead. Our concerns with this is the planting of any tall trees that will directly impact our view ██████████</p> <p>therefore we request that only low planting be done.</p> <p>We also request that parking to access the Domain is on Beach Road as any parking on Old French Road near the reserve would severely restrict vehicle and boat access to all the neighboring properties.</p> <p>Thank you.</p>	Wayne Radburnd
51509	<p>Whatever is planted needs to be very low level shrubs. The reeds that are there is all that we need I believe. I would also like some no stopping yellow lines painted to avoid people parking as the street is so narrow. My real concern is that people who are not directly affected by the changes are going to have a say in something that they may wander through twice a year where it affects my view all the time.</p>	Mark Milligan

Submission ID: 51682

AKAROA  
CIVIC  
TRUST

P.O. Box 43 Akaroa 7542  
[www.akaroacivictrust.co.nz](http://www.akaroacivictrust.co.nz)

July 13 2023  
Submitted via Have Your Say

**Akaroa Civic Trust submission to landscape development proposal for Takamatua Domain (Old Blockhouse Reserve)**

The Akaroa Civic Trust supports this proposal and congratulates Council staff and the Takamatua community for their careful and thoughtful approach to the development and interpretation of this historic reserve.

This section of land on the waterfront at Takamatua was originally gazetted in 1866 as Reserve 189, when it was described as the site of the old blockhouse, German Bay. The history of this site is well known; it is the place where three defensive blockhouses were built in early 1845 by the carpenters of the French naval ship the *Rhin*. Two of the blockhouses were barged around to the fledgling town of Akaroa and were sited at the north and south ends of the town to provide places of refuge for settlers in the event of an attack. The third remained on the waterfront at Takamatua.

While all traces of the two Akaroa blockhouses were lost over the decades as building and road construction took place in the town, the site of the Takamatua blockhouse remained undisturbed and undeveloped. It was this potential for discovering physical evidence of the structure, and the ditch that surrounded it, that led Dr David Nobes, of Canterbury University, to conduct a geophysical survey of the site in 2005. He mapped the whole reserve and found “clear and unequivocal” evidence of the blockhouse and its surrounding trench.

The place has enormous historical significance as a very rare survivor (albeit underground) of these types of military defensive structures and a compelling story to tell. The Trust is reassured that archaeological values will be protected by the Accidental Discovery Protocol and close archaeological supervision. Although the landscape plan makes it clear that new plantings and structures will be kept clear of the known location of the old blockhouse, there is still a high possibility that other archaeological material could be found.

The Trust looks forward to seeing the story of this important place shared with users of the reserve. We note that the plans provide for interpretation panels at each end of the reserve and that these are currently unfunded. We would like to encourage council to include the funding of these two interpretation panels in the project.

Item 9

Attachment D



Submission ID: 51761



Attachment D  
Item 9















## 10. Rapaki Bay Drain name change

Reference / Te Tohutoro: 23/1200549

Report of / Te Pou  
Matua:

Paul Dickson, Drainage Engineer, Three Waters Unit

Senior Manager /  
Pouwhakarae:

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

### 1. Nature of Issue and Report Origin

- 1.1 This report provides a recommend name change from Rapaki Bay Drain to Ōmaru (Stream)
- 1.2 This report has been prepared following a request by Te Hapū o Ngāti Wheke
- 1.3 The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. However, the name change is important to mana whenua.

### 2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board recommend to the Council:

1. To accept the name change recommendation and that the name in the Council database is changed from Rapaki Bay Drain to Ōmaru.

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

- 3.1 It was drawn to the writer's attention by the General Manager, Te Hapū o Ngāti Wheke that the major hillside stream in Rapaki is mis-named in council communications. The stream, which runs through the marae, is known to the council as Rapaki Bay Drain.
- 3.2 The stream is known to Te Hapū o Ngāti Wheke as Ōmaru.
- 3.3 Te Hapū o Ngāti Wheke General Manager comments, "according to our sources the stream is most likely named after Marukaitātea, a brother of Makō who married Te Rakiwhakaputa's eldest daughter Te Ropuake." Ōmaru means the place of Maru.
- 3.4 The inception of "Rapaki Bay Drain" is unknown, but like many waterways within Christchurch it may have acquired a name of convenience on a Banks Peninsula District Council maintenance schedule.
- 3.5 There is no sufficient reason to retain the name by which the stream is known to the Council and reversion to the original name is recommended.

### 4. Alternative Options Considered Ētahi atu Kōwhiringa

- 4.1 Retention of the current local authority-derived name.

### 5. Detail Te Whakamahuki

- 5.1 Community views have not been sought. This is because the name change is principally a matter of importance to Te Hapū o Ngāti Wheke.
- 5.2 The decision affects the following wards/Community Board areas:

5.2.1 Te Pātaka o Rākaihautū Banks Peninsula

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

### Strategic Alignment Te Rautaki Tīaroaro

- 6.1 Aligns with People at The Centre
- 6.2 This report does not support (is not relevant to) the [Council's Long Term Plan \(2021 - 2031\)](#).

### Policy Consistency Te Whai Kaupapa here

- 6.3 The decision is not inconsistent with Council's Plans and Policies.

### Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.4 The decision involves a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does specifically impact Mana Whenua, their culture and traditions.
- 6.5 The decision involves a matter of interest to Mana Whenua and could impact on our agreed partnership priorities with Ngā Papatipu Rūnanga
- 6.6 The decision involves an element of rangatiratanga within the takiwā.

### Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.7 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.
- 6.8 The decision does not involve the creation or removal of greenhouse gases.

### Accessibility Considerations Ngā Whai Whakaaro mā te Hunga Hauā

- 6.9 Not relevant

## 7. Resource Implications Ngā Hīraunga Rauemi

### Capex/Opex Ngā Utu Whakahaere

- 7.1 Cost to Implement – minor staff time.
- 7.2 Maintenance/Ongoing costs - nil
- 7.3 Funding Source – not relevant

### Other He mea anō

- 7.4 None

## 8. Legal Implications Ngā Hīraunga ā-Ture

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

- 8.1 The stream does not have an official name conferred under the New Zealand Geographic Board (Ngā Pou Taunaha o Aotearoa) Act 2008. The Council is not able to make such a decision, as this is the role of the NZ Geographic Board.
- 8.2 The decision requested is to change the name by which a natural feature is recorded in council databases.
- 8.3 Te Hapū o Ngāti Wheke has indicated that it will seek to have the name Ōmaru made official by the New Zealand Geographic Board.

### Other Legal Implications Ētahi atu Hīraunga-ā-Ture

8.4 There is no legal context, issue, or implication relevant to this decision.

## 9. Risk Management Implications Ngā Hīraunga Tūraru

9.1 No known risks.

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### Attachments Ngā Tāpirihanga

There are no attachments to this report.

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

Document Name – Location / File Link
Not applicable

### Confirmation of Statutory Compliance Te Whakatūtutanga ā-Ture

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

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

### Signatories Ngā Kaiwaitohu

Author	Paul Dickson - Drainage Engineer
Approved By	Brent Smith - Acting Head of Three Waters Mary Richardson - General Manager Citizens & Community



## 11. Te Pātaka o Rākaihautū Banks Peninsula Summer With Your Neighbours 2023-24

Reference / Te Tohutoro: 23/1302817

Report of / Te Pou

Matua:

Leonie Hall, Support Officer (Leonie.Hall@ccc.govt.nz)

Senior Manager /

Pouwhakarae:

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

### 1. Purpose of Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for Te Pātaka o Rākaihautū Banks Peninsula Community Board to consider applications received for the 2023-24 Te Pātaka o Rākaihautū Banks Peninsula Community Board Summer With Your Neighbours and to allocate funding as appropriate.
- 1.2 There is currently a balance of \$3,000 allocated to the 2023-24 Te Pātaka o Rākaihautū Banks Peninsula Community Board Summer With Your Neighbours. The staff recommendations in this report total \$2,835.

### 2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Allocate its 2023-24 Summer With Your Neighbours funding as follows:

	Applicant	Activity	No. attending	Staff recommendation
1	Gisela Rademaker	Neighbourhood BBQ & get together	25-30	\$75
2	Cass Bay Residents Association	Annual Beach Party	60-80	\$200
3	Cass Bay Residents Association	Halloween Party	60-80	\$200
4	Wainui Residents Association	Community BBQ	150	\$250
5	Little River Wairewa Community Trust	Community Breakfast	300+	\$300
6	Allister Cotter (Bayswater Community)	Community gathering with BBQ lunch	30	\$150
7	Emmily Harmer	Community BBQ - Street party	30	\$90
8	Head of the Bays Society Inc.	Duvauchelle School beach clean up, defibrillator demonstration, reserve storm clean up, school BBQ	105	\$160
9	Annette Gray	Santas Day	80+	\$250
10	Project Lyttelton	Community Garden BBQ & Community Space BBQ	30 - 50	\$160
11	Marcus Puentener	Afternoon gathering with family, friends, neighbours with a focus on healthy food	40	\$100
12	Alfred Hamburg	Block part with small lunch	30	\$90
13	Pigeon Bay Settlers Hall Committee	Celebrating a stunning effort – a community in action (celebrating the new kitchen)	60 - 80	\$140
14	Rene MacPherson	Street Party	30	\$90



15	Okuti Valley Rec & Sports Club	A games and sports afternoon and BBQ	45 – 50	\$150
16	Okains Bay Māori & Colonial Museum	Opening night of "Christmas at the Museum" event	200+	\$250
17	Steph Dann	Street Party	50 - 60	\$180

2. Note that the granted funds are to be used towards food, non-alcoholic drinks or invitation/advertisements costs only.
3. That any unspent Summer with your Neighbours funding is returned to the 2023-24 Te Pātaka o Rākaihautū Banks Peninsula Community Board Discretionary Response Fund.

### 3. Key Points Ngā Take Matua

#### Strategic Alignment Te Rautaki Tīaroaro

- 3.1 The recommendation is strongly aligned to the Strategic Framework and in particular the strategic priority of Strengthening Communities. It will provide a strong sense of community, active participation in civic life, safe and healthy communities, celebration of our identity through arts, culture, heritage and sport, valuing the voices of children and young people.

#### Decision Making Authority Te Mana Whakatau

- 3.2 The Community Board has the delegated authority to determine the allocation of its Summer with your Neighbours funding.

#### Assessment of Significance and Engagement Te Aromatawai Whakahirahira





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

#### Discussion Kōrerorero

- 3.6 At its meeting on 7 August 2023, Te Pātaka o Rākaihautū Banks Peninsula Community Board resolved to allocate \$3,000 from its 2023-24 Discretionary Response Fund towards Summer with your Neighbours 2023-24.
- 3.7 Summer with your Neighbours is about bringing people closer together and celebrating the unique and diverse mix of each neighbourhood. It invites residents to consider if they have ever wanted to organise a neighbourhood gathering, or to get to know the people who live close to them. This popular event has grown from year to year and is promoted by the Council.
- 3.8 Local community groups, including Residents' Associations and Neighbourhood Support groups, have been sent information inviting them to apply for the Summer with your Neighbours funding. Staff also promoted the fund through social media and other networks.
- 3.9 Summer with your Neighbours will run from 21 October 2023 to 31 March 2024. Applications for funding opened on 13 July 2023 and closed on 11 August 2023.
- 3.10 By the closing date, 17 eligible applications had been received. Staff have assessed the applications to ensure that they met the Summer with your Neighbours guidelines.
- 3.11 To create consistency in staff recommendations across the city, staff recommendations are based on a formula and each event will receive the total amount requested up to a maximum of \$300, whichever is less.

- 3.12 A matrix outlining the applications and staff recommendations is attached (refer **Attachment B**), along with the Summer with your Neighbours Guidelines (refer **Attachment A**).

### Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Summer with your Neighbours 2023 - Guidelines	23/1072516	90
B  	Te Pātaka o Rākaihautū Banks Peninsula Summer With Your Neighbours Applications 2023/24	23/1432367	91

### Confirmation of Statutory Compliance Te Whakatūturutanga ā-Ture

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

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

### Signatories Ngā Kaiwaitohu

<b>Author</b>	Leonie Hall - Support Officer
<b>Approved By</b>	Penelope Goldstone - Manager Community Governance, Banks Peninsula

# Summer with your neighbours

## GUIDELINES

**Summer with your neighbours** is back again for 2023 and we are excited that the dates remain extended for the summer period and are 21 October 2023 to 31 March 2024.

Small subsidies are available towards costs to help support **Summer with your Neighbours** events. Any funding approved for your event will be paid retrospectively after your event once we have received a copy of your receipts. Please be aware that allocation of funding towards the project is subject to Community Board approval.

### The following criteria applies:

- Funding is not available for alcohol or fireworks.
- Some Community Boards may not give priority to funding items other than food. Please contact [neighbourhoodweek@ccc.govt.nz](mailto:neighbourhoodweek@ccc.govt.nz) if you have any queries around this.
- Funding is seen as a small contribution towards holding a gathering. Because it is intended to 'bring neighbours together', applications from individuals getting together and holding a local gathering will take priority over those held by organisations.
- Funding should not be seen as a way for individuals or organisations to hold a gathering that they would at other times of the year.
- It is expected that those holding the gathering will contribute in some way towards the gathering, even if it is through supplying some of the materials.
- All gatherings need to take place within designated dates – 21 October 2023 to 31 March 2024.
- Where two gatherings are to be held in a close locality (i.e. same street or park), we will encourage you to combine these gatherings.
- Where two or more people apply separately for the same gathering, these applications will be considered together.
- Residents' Associations can apply unless they have received funding for a gathering from another Council fund.

If you have any questions throughout the process, please get in touch. If you are able to, please email in the first instance: [neighbourhoodweek@ccc.govt.nz](mailto:neighbourhoodweek@ccc.govt.nz)

### Health and safety

The individual(s) organising your gathering must ensure that appropriate standards of health, safety, security and environment practice are maintained at every gathering.

If, for the purpose of your gathering, the individual(s) is/are a person conducting a business or undertaking within the meaning of the Health and Safety at Work Act 2015, they must comply with their various duties under that Act.

If the proposed location of your gathering is on Council property or to be held at a Council venue, the Council will provide information to the organiser of your gathering to advice of its health and safety policy in relation to that property or venue at the time of your booking.

All events must comply with events and gathering guidelines or rules set by the government in relation to Covid-19 restrictions.

### Reimbursement

If you have been notified in writing that your application was approved, hold your gathering first, then provide receipts and attach them to the Subsidy Reimbursement Form. This form will be emailed or posted to you.

### The Process

Once you have decided to participate in **Summer with your neighbours**, here are the steps to take:

1. Get your neighbours together for a pre-gathering chat to brainstorm ideas.
2. Complete the online application form or pick up a hard copy from your local service centre.
3. Fill out the application form on-line, submit via email, post to Christchurch City Council (PO Box 73020, Christchurch 8154) or drop the form into your local service centre prior to the deadline of Friday 11 August 2023 at 5pm.
4. Once applications have closed these will be presented to the Community Boards for consideration. **Note:** Because you are applying for public funding, your name and gathering details will be part of the public record of the Community Board's allocation meeting. You will be notified of the decision made by your Community Board.
5. Hold your gathering. (Take lots of photos and have a great time!)
6. Complete the Subsidy Reimbursement form, include your receipts, and return it to us.
7. If your application was successful in being allocated funding, your allocated subsidy will be reimbursed.  
**Note:** This could take up to four weeks.

No.	Name	Organization	Proposed activity	Location of activity	Date	Who will be participating	No. of attendees	Total costs	Amount requested from Board	Staff recommendation	Notes	Declaration	TRIM No.
1	Gisela Radmaker		Neighbourhood BBQ get together	Andersons Road	January 2024 - exact date TBC	Andersons Road residents	25-30	\$175	\$75	75	Group contribution: \$100 Food/Serviettes: \$75 Funding in last two years: Yes		23/1157401
2	Christine Stevens	Cass Bay Residents Association	Annual Beach Party	Cass Bay Beach and playground area	17/02/2024	Cass Bay RA, local community members, families	60-80	\$220	\$200	200	Group contribution: Anything over funding Food - \$180 Prizes - \$40 Funding in last two years: Yes		23/1179231
3	Christine Stevens	Cass Bay Residents Association	Halloween party	Cass Bay Beach and playground area	29/10/2023	Cass Bay RA, local community members, families	60-80	\$220	\$200	200	Group contribution: Anything over funding Food - \$180 Prizes - \$40 Funding in last two years: Yes Note: Halloween Party, trick or treating in Bay, followed by games, fancy dress competition, bouncy castle and BBQ		23/1182060
4	Jan Gregor (for Carol Sloss, Secretary)	Wainui Residents Association	Community BBQ	WRA Community Centre	2/01/2024	Wainui Community Families	150	\$750	\$250	250	Group contribution: \$500 Food \$700 Paper plates, serviettes etc: \$50 Funding in last two years: Yes Note: Community BBQ immediately after the Wainui Residents Association (WRA) AGM		23/1199280
5	Sarah Marsh	Little River Wairua Community Trust	Community breakfast	Little River Awa-ti domain and the BP Rugby clubrooms	21/10/2023	Wairua Community	300+	\$1,720	\$420	300	Group contributing: \$1,300 Music: \$400 Hall hire: \$70 Advertising: \$100 Cutlery/plates: \$150 Food: \$1,000 Funding in last two years: Yes - A Little River Wairua Area community breakfast to thank the community for their continued support and volunteering.		
6	Allister Cotter	Bayswater Community	Community gathering w BBQ lunch	Muruwai Drive Bayswater	18/02/2024	Residents in the immediate local area	30-60	\$300 - \$400	\$300 - \$400	150	Group contribution: Nil Food: \$250 Soft drinks: \$50 Funding in last two years: Yes Community gathering for the local neighbourhood with a barbecue lunch, enabling residents to get to know those in the area.		
7	Emmily Harmer		Community BBQ street party	Bayview Crescent Duvauchelle	31/12/2023	New neighbours plus our family	30	\$450	\$300	90	Group contribution: \$150 Food & non alcoholic drinks: \$350 Decorations: \$100 Funding in last two years: No Note: We have recently moved into the Duvauchelle area, we'd love to host a street party for our new neighbours over new years as a chance to meet them all & welcome the new year! As we know 2023 has been rough! And it would be a good neighbourly thing to do since we are new to the area. We'd love to have a bbq.		
8	Geoffrey Eric Carter	Head of the Bays Society Inc.	Duvauchelle school beach clean up, defib demonstration, school bbq, reserve storm clean up	Barrys Bay, Duvauchelle, Rob Bay	21 - 25 November	Duvauchelle school pupils, local residents, holiday homeowners, campers	75 + 30 pupils	\$320	\$160	160	Group contribution: \$160 Food: \$140 Beverages: \$30 Dump fees: \$50 St Johns: \$100 Funding in the last two years: No Proposed activity: assist/sponsor Duvauchelle school pupils beach clean up all bays, demonstrate community defibrillator, school bbq, community social gathering, Duvauchelle reserve storm clean up		
9	Annette Michelle Gray		Santas Day	Birdlings Flat Hall & Surroundings	9/12/2023	Birdlings Flat residents and their families	80+	\$1,220	\$360	250	Group contribution: \$860 Facepaint: \$40 Stonepaint: \$30 Water: \$90 Ice pop: \$50 Sweets: \$70 Printing: \$80 Snow machine + solution: \$100 Gazebo \$250 Soft mats: \$100 Icicle lights: \$80 Christmas sheets: \$80 Horse riding: \$250 Funding in the last two years: No		

10	Felidite Jardine	Project Lyttelton	Community Garden BBQ and Community Space BBQ	1. Oxford Street. 2. Winchester Street	26/11/2023	Staff and volunteers from Project Lyttelton for both, neighbours and whanau	30 - 50	\$210	\$160	160	Group contribution: \$50 Food: \$250 Fruit tree for planting: \$60 Funding in the last two years: Yes Note: 1. BBQ in the Lyttelton Community Garden[54 Oxford Street, Lyttelton]for folks who live adjacent to the garden. We have had a few new neighbours in the last year and we want to gather together to welcome them, and introduce them to the garden. At the same time we are experiencing some vandalism in the garden and want to build our neighbourhood "watching the garden" group! 2. BBQ at our second community space - 40 Winchester Street, Lyttelton. Again for greeting new and older neighbours and welcoming everyone to the space.		
11	Marcus Puentener		Afternoon gathering with family, friends, neighbours with focus on healthy food	Okuti Valley, Little River	TBC	Valley residents	40	\$400	\$200	100	Group contribution: \$200 Food: \$200 Music: 200 Funding in the last two years: No We propose an afternoon gathering involving whanau, friends and neighbours. A healthy food emphasis will be an enticement and opportunity for neighbours to share produce and food in a relaxed way.		
12	Alfred Hamburg		Block party, small lunch	Dudley Road	26/11/2023	neighbours on dudley road	30	\$260	\$100	90	Group contribution: \$100 Food & Non alcoholic drinks: \$200 Funding in the last two years: No - Block party, small lunch, getting to know and welcoming new neighbours.		
13	Pam Richardson	Pigeon Bay Settlers Hall Committee	Celebrating a stunning effort - a community in Action".	Pigeon Bay Hall, Wharf Rd	16/12/2023	All the community	60-80	140 - for a cooked ham	\$140	140	A community get together to celebrate our Pigeon Bay Hall Kitchen renovation. Earlier in the year we had a community project to remove our old Hall kitchen and install a modern second hand kitchen - donated to the Hall committee. We worked with the CCC facilities team provided a local project manager and in a two week period completed the task new wiring plumbing upgrade tiling painting etc.		
14	Rene MacPherson		Street Party	Ross Terrace	25/02/2023	Ross Terrace, Selwyn Road, Schackleton Terrace, Ross Parade	30	\$400	\$100	90	Group contribution: \$300 Meat: \$40 Condiments: \$5 Bread, rolls: \$35 Juice, soft drinks: \$20 Funding in the last two years: No		
15	Elizabeth Elsworth	Okuti Valley Rec & Sports Club	A games and sports afternoon and BBQ	Okuti Valley Hall	10/12/2023	Local families of Okuti Valley	45-50	\$270	\$220	150	Group contribution: \$50 Food & Drink: \$170 Musician: \$100 Hall Hire: \$50 Funding in the last two years: Yes A games and sports afternoon followed by a barbecue		
16	Judy Woodward	Okains Bay Maori & Colonial Museum	Opening Night of "Christmas at the Museum" Event	Community Hall/Museum	2/12/2023	The Okains Bay Community	200+	\$1,220	200+	250	Group contribution: \$1000 & Many hours of work constructing all the trees for display, setting up the lighting, monitoring the event over the night Food and drink: \$1100 Extra staffing x 5 hours: \$120 Funding in last 2 years: Yes Note: The invitation is advertised in the Okains Bay school newsletter and is open for all supporters and the public		
17	Steph Dann		Street Party	Cunningham Terrace	25/11/2023	Residents of Cunningham Terrace	50-60	\$500	\$400	180	Group contribution: \$150 Food & Drink: \$400 Funding in last two years: No Note: We would love to gather together the residents of Cunningham Tce for a street party. We would hold it on our parking area at the front of our property. Indoors if raining. It would be so so nice to bring as many folk together. We looked after each other in the earthquakes. Let's continue that connection.		
Total:								\$8,275	\$3,285	\$2,835			

## 12. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - September 2023

Reference / Te Tohutoro: 23/1125987

Report of / Te Pou  
Matua:

Penelope Goldstone, Community Governance Manager

Senior Manager /  
Pouwhakarae:

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

### 1. Purpose of Report Te Pūtake Pūrongo

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

### 2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

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

### 3. Community Support, Governance and Partnership Activity

#### 3.1 Community Funding Summary

3.1.1 **Community Board Strengthening Communities Fund (SCF) 2023/24** – This is the Board's annual funding round for projects and associated costs for the year starting 1 September each year.

- At its 7 August 2023 meeting, the Board approved funding to 20 groups for projects across Te Pātaka o Rākaihautū Banks Peninsula. Five applications received multi-year funding. (There were no pre-committed funds).
- The total approved funding was \$181,369 from a budget of \$199,233 for the year. The remaining funds are available for allocation through the Board's 2023/24 Discretionary Response Fund.
- In addition to the SCF allocations, at the 7 August meeting, the Board allocated a total of \$7,000 towards three Board projects – Summer with your Neighbours (\$3,000), Community Service Awards (\$3,000) and ANZAC Wreaths (\$1,000).

3.1.2 **Community Board Discretionary Response Fund (DRF) 2023/24** – At its July 2023 meeting, the Board allocated \$2,413 to Lyttelton Community House Trust towards a replacement oven.

#### 3.2 Participation in and Contribution to Decision Making

##### 3.2.1 Report back on other Activities contributing to Community Board Plan

- **Lyttelton Cruise Hui** - On Tuesday 8 August 2023 over 100 people turned out to a Te Pātaka o Rākaihautū Banks Peninsula Community Board and ChristchurchNZ facilitated a meeting to consider the 2022-23 cruise season. The purpose of the meeting was to hear from locals what the impact of cruise was on the Lyttelton community and businesses and identify actions needing to be taken for the forthcoming and future seasons. The meeting provided an opportunity for



dialogue between sea cruise partners and the Lyttelton community. Partners attending included ChristchurchNZ, Lyttelton Port Company and Christchurch City Council.

This was a robust and lively civic conversation with strong advocacy and challenges from the Lyttelton community to cruise partner agencies to mitigate negative impacts in the short, medium and long term.

Public transport solutions were discussed and their feasibility is being investigated ahead of this season. Other ideas from the meeting which are to be explored include: undertaking a cost benefit and impact analysis of cruise ships; developing a process for providing current or real time information on what ships, how many passengers and docking timings to local businesses to help them roster staff; development of a long term strategy for cruise ships in Lyttelton which takes on board the concerns raised by the Lyttelton community. This is to consider placing limits on the size and number of ships and/or passengers in port at any one time as well as how best to provide a dockside information service for passengers.

- **Community Responsiveness to Emergencies** - In recent months there has been growing momentum in a number of communities across Banks Peninsula for people to organise to respond to emergencies. Staff have attended a number of these meetings, organised by the local communities and supported with information from key contributors. Of special note, was the community hui in Akaroa on 12 August, where the discussion was focussed on organising for the Akaroa and Bays area. A follow-up meeting was scheduled for later in August. As residents from across the Peninsula had also attended, they too were provided with information and benefitted from the discussion which had relevance for their communities and provided a catalyst for further discussion, and strategies for organising.
- **The Lyttelton Recreation Grounds** - Plans are well advanced for the proposed upgrade of the Lyttelton Recreation Ground sports fields this summer. The contract is currently out to tender, it is expected that an appointment will be made to start the work in October. Construction work will take around three to four months, followed by a similar period to establish the new grass. All going well it is expected that the grounds will re-open in late Autumn 2024.

### 3.2.2 Council Engagement and Consultation.

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

Topic	Closing Date	Link
Where should we send green bin organics	1 October 2023	<a href="https://letstalk.ccc.govt.nz/organics">https://letstalk.ccc.govt.nz/organics</a>

- **Cruising and Prohibited Times on Road Bylaw Review** – The Board submitted on the Christchurch City Council Cruising and Prohibited Times on Road Bylaw Review. The Board encouraged Christchurch City council to include specific parts of Banks Peninsula within the review, and outlines their reasons for inclusion. **(Attachment A)**
- **Maritime New Zealand Funding Review** – The Board provided a letter of support for the Lyttelton Seafarers Centre and supported Option 3: grants funding, for the Maritime New Zealand Funding Review. **(Attachment B)**



- **State Highway Speed Management Plan** - Waka Kotahi New Zealand Transport Agency are seeking insight from the Community Board around where their communities desire or would support a review of speed limits on the State Highway. If the Community Board have areas of safety concern, Waka Kotahi would greatly appreciate a letter signed by the Chairperson on behalf of the Board and the community they represent. Waka Kotahi have a clear directive that the State Highway speed management plan is to focus on the top 1%, schools, marae, townships, new infrastructure projects and sections with community support. Any letters provided by the Community Boards would be used to identify those areas of community support as Waka Kotahi look to develop the Speed Management Plan for 2024-27.

The Board are invited to share concerns raised by local residents/community on any state highway roads which will be collated and sent to Waka Kotahi for consideration in their 2024-27 Speed Management Plan.

- **Ministry of Business Innovation and Employment (MBIE) New Zealand Energy Strategy** – The purpose of this strategy is to set the foundations to nurture a shared understanding of the energy system in Aotearoa New Zealand. This will look like collaboratively exploring key areas such as energy affordability and equity, efficiency of energy and managing demands, reduction of use and emissions, resilience to meet future needs and reduction of fossil fuel reliance. MBIE are hosting Zoom webinars to provide an overview of this work and to provide an opportunity to ask questions. Links to register to the various sessions can be found at: <https://www.mbie.govt.nz/building-and-energy/energy-and-natural-resources/energy-strategies-for-new-zealand/new-zealand-energy-strategy/>
- **Ministry of Environment Biodiversity Credit System** - Ministry for the Environment (MoE) has opened submissions for their Biodiversity Credit System, closing 3 November 2023. MoE are exploring whether a biodiversity credit system could help to incentivise the protection and restoration of native wildlife in Aotearoa New Zealand. The Ministry of Environment and DoC are specifically seeking feedback on the design of the biodiversity credit system (BCS) and the different roles in implementing it. An overview can be found at - - <https://environment.govt.nz/assets/publications/biodiversity/Biodiversity-credit-system-snapshot.pdf>
- **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 Governance Advice

- 3.3.1 **Road Safety Videos** – [The Driver Safety](#) website will host a series of road safety videos as they go live. The videos are aimed at educating and raising awareness of the key factors involved in people being killed or injured on our roads.

The Council works alongside other road safety partner agencies to develop and deliver an annual Road Safety Action Plan. These videos have been developed as part of the 22/23 and 23/24 Road Safety Action Plans in collaboration with NZ Police, Waka Kotahi and our local government partners Waimakariri District Council and Selwyn District Council.

The videos focus on the areas of Restraints, Impairment, Distraction and Speed (RIDS). These are some of the main factors, nationally and locally, that impact our road toll. The release of the videos is timed with Waka Kotahi's advertising calendar and initial implementation of the Council's "safe speed neighbourhoods" programme. The staged delivery started the week of 14 August 2023, they will be delivered through Youtube and TVNZ+.

3.3.2 **Board Requests** – The Board made the following requests at its August 2023 meeting:

- The Board agreed to seek staff advice on lease renewal processes.
- The Board agreed to seek staff advice on how the "No Swimming" or "Water Quality" signage at swimming areas around Te Pātaka o Rākaihautū Banks Peninsula area is managed and when the signage is erected and taken down.
- The Board agreed to formulate a response to the Maritime NZ Funding Review which included proposed funding for Seafarers Welfare.

3.3.3 **Board Briefings** – The Board received the following briefings during August 2023:

- New Zealand Police Updates.
- Revocation and Disposal Process for Recreation Reserve 3 Bantry Lodge Road.
- Coastal Adaptation Planning: Communicating with Affected Property Owners.
- Banks Peninsula Conservation Trust Site Visit to Waipuna Bush.

3.3.4 **Reserve Committee Webpage** – Information, minutes and meeting schedule repository; The Board's is asked to confirm the vision for Reserve Committees is to *support local communities to enhance and maintain the open rural landscape, regenerate forest character, provide opportunities for recreation, and recognise its historic, cultural, social and spiritual connection.*

- The purpose of this webpage is to provide members of the public with ease of access to Reserve Committee meeting minutes and meeting schedules. The webpage will also link to Reserve Schedules and Triennial Plans.
- When staff described and showcased this webpage to Reserve Committee members, strong positive feedback was received.









3.3.5 **Banks Peninsula Draft Destination Plan (DMP)** – In addition to the detailed community engagement required, it is recommended that a Project Governance Team is established drawing on representatives from the Banks Peninsula community as well as Community Board representation. The Community Board are requested to put forward recommendations of individuals, groups, and businesses to be considered for the Project Governance Team. It is expected that the Project Governance Group provide support in completing the DMP and ensuring the community is brought on the journey through to completion. In addition, the Project Governance Group will take an ongoing oversight role of the implementation of the DMP. Advice Provided to the Community Board

3.3.6 **Graffiti Report** – the Graffiti Snapshot Report for July 2023 is attached. **(Attachment C).**

3.3.7 **Customer Service Requests Report** - providing an overview of the number of Customer Service Requests that have been received, including the types of requests being received and a breakdown of how they are being reported from 1 July 2023 to 30 July 2023 is attached. **(Attachment D)**

[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](#).

## Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Board Submission to Cruising and Prohibited Times on Road Bylaw Review	23/1169723	98
B  	Board Submission to the Maritime Funding Review	23/1313337	100
C  	Graffiti Snapshot - July 2023	23/1247176	101
D  	Customer Service Requests Report - July 2023	23/1247270	103

## Signatories Ngā Kaiwaitohu

<b>Authors</b>	Liz Beaven - Community Board Advisor Steffi Brightwell - Community Development Advisor Leonie Hall - Support Officer Jane Harrison - Community Development Advisor Philipa Hay - Community Development Advisor Natasha McDonnell - Banks Peninsula Governance Advisor Trisha Ventom - Community Recreation Advisor Andrea Wild - Community Development Advisor
<b>Approved By</b>	Penelope Goldstone - Manager Community Governance, Banks Peninsula Christopher Turner-Bullock - Manager Community Governance, Coastal-Burwood-Linwood Matthew Pratt - Acting Head of Community Support and Partnerships

**SUBMISSION TO:** Christchurch City Council

**ON:** Cruising and Prohibited Times on Road Bylaw

**BY:** Te Pātaka o Rākaihautū Banks Peninsula Community Board

**ADDRESS:** Lyttelton Recreation Centre

25 Winchester Street

CHRISTCHURCH 8154

Email: [Natasha.McDonnell@ccc.govt.nz](mailto:Natasha.McDonnell@ccc.govt.nz)

**DATE:** 21 July 2023

## **1. INTRODUCTION**

Te Pātaka o Rākaihautū Banks Peninsula Community Board (“the Board”) appreciates the opportunity to provide a submission on the Council’s Cruising and Prohibited Times on Roads Bylaw review.

The Board wish to highlight the importance of including Te Pātaka o Rākaihautū Banks Peninsula within this bylaw review and are disappointed the issues experienced within Banks Peninsula, specifically Lyttelton Harbour basin including the Bays of Cass, Corsair and Rāpaki, have not been fully recognised.

The Board wish to see Te Pātaka o Rākaihautū Banks Peninsula roads incorporated into the Cruising and Prohibited Times on Road Bylaw review. Additionally, the Board encourage Council to allocate a portion of the Safety Budget to tackling the issues experienced within Banks Peninsula caused by anti-social road users. The Board further requests the Council to engage with the Canterbury Police and the community to collaboratively find solutions for these issues.

## **2. SUBMISSION**

A priority of the Board is to assist the community to tackle the issues caused by anti-social road users. Te Pātaka o Rākaihautū Banks Peninsula community have witnessed an increase of anti-social road users in recent years. This has resulted in negative impacts on community wellbeing owing to speed, noise, and dangerous driving. Reckless and irresponsible manoeuvres such as over-taking on blind corners, accelerating on gravel roads and vehicles leaving the road entirely, have unfortunately become a common occurrence within Banks Peninsula.

For change to be achieved, it is fundamental for areas within Te Pātaka o Rākaihautū Banks Peninsula to be incorporated into the Cruising and Prohibited Times on Road Bylaw review. The Board requests the incorporation of areas within Banks Peninsula into the bylaw review, namely, Lyttelton Harbour including the Bays of Cass, Corsair and Rāpaki, Gebbies Valley,

Te Pātaka o Rākaihautū Banks Peninsula Community Board  
Submission: Cruising and Prohibitive Times on Road Bylaws – July 2023  
Page 1 of 2

McQueen's Valley and Motukarara. Moreover, the Board requests the closing of Summit Road, from Gebbies Pass to Dyers Pass, at times that are in line with the current proposed bylaw amendments, i.e., 10.00pm to 5.00am, 7 days a week. The incorporation of Te Pātaka o Rākaihautū Banks Peninsula roads into the Cruising and Prohibited Times on Road Bylaw review is an integral step in recognising the problems caused by anti-social road users within Te Pātaka o Rākaihautū Banks Peninsula.

The Board would like to use this submission as an opportunity to encourage the Council to allocate a portion of their safety budget to addressing the anti-social road users' issues. By allocating a portion of this budget, residents will feel safer and Peninsula roads will be able to be maintained to a higher standard.

The Board would like to see Council engage with Canterbury Police and the community to collaboratively tackle anti-social road users within Te Pātaka o Rākaihautū Banks Peninsula. The level of resourcing for the Lyttelton Police has been brought to the Board's attention, and accordingly, the Board requests Council to encourage Canterbury Police to increase resources at the Lyttelton Police Station.

The demand for both formal and informal police intervention on anti-social road user issues around the Peninsula exceeds the supply of resources available. By incorporating Banks Peninsula areas into the Cruising and Prohibited Times on Roads Bylaw Review, utilising a portion of the Council's Safety Budget, and encouraging the Canterbury Police to greater resource the Lyttelton Police Station, the quality of life for Banks Peninsula residents can be improved.

Yours sincerely,



**Lyn Leslie**

Chairperson

Te Pātaka o Rākaihautū Banks Peninsula Community Board

**SUBMISSION TO:** Maritime NZ

**ON:** Maritime NZ funding Review, Lyttelton Seafarers Welfare

**BY:** Tē Pātaka o Rākaihautū Banks Peninsula Community Board

**ADDRESS:** Lyttelton Recreation Centre  
25 Winchester Street  
CHRISTCHURCH 8154  
Email: [Natasha.McDonnell@ccc.govt.nz](mailto:Natasha.McDonnell@ccc.govt.nz)

**DATE:** 15 August 2023

## **1. INTRODUCTION**

Tē Pātaka o Rākaihautū Banks Peninsula Community Board ("the Board") appreciates the opportunity to provide a submission on Maritime NZ Funding Review 2023.

The Board has a statutory role under section 52 of the Local Government Act 2002 to inter alia, 'represent, and act as an advocate for, the interests of its community'. It is in this capacity that the Board provides this submission to the Maritime NZ Funding Review 2023.

The Board are in support of Option 3: Grants Funding. Option 3 enables tighter control over accountability, maintains a Maritime Labour Convention (MLC) constant role for the Seafarers Welfare Board (SWB), and allows local port welfare organisations to deliver services in a way appropriate to their ports.

Option 3 is the preference of our local seafarers' centre, and the Board are in support of the Lyttelton Seafarers Centre submission.

## **2. SUBMISSION**

As Aotearoa New Zealand is a signatory to the Maritime Labour Convention, Aotearoa New Zealand is obliged to ensure seafarers have access to shore-based welfare, cultural, recreational and information facilities and services. The Lyttelton Seafarers Centre is a resource that can provide exactly that.

Option 3 is the closest alignment with the principles outlined by Maritime NZ: accountability, openness, value for money, lawfulness, fairness, and integrity. Option 3 enhances Maritime NZs openness, integrity, and accountability by improving transparency and answerability with local on-ground/within-port providers.

Ōhinehou Lyttelton is a busy working port. The Lyttelton Seafarers Centre is an integral part to the successful operation of the port, and pertinent to supporting seafarers' wellbeing whilst visiting Ōhinehou Lyttelton, Ōtautahi Christchurch. The Lyttelton Seafarers Centre can provide Wi-Fi delivered to ships in port, allowing seafarers to connect with home; order and collect supermarket shopping for those on board, providing nutritious food; collect general shopping items, ensuring seafarers have sufficient personal items; collect electronics and gadgets for seafarers, ensuring their connection to their nearest and dearest whilst on board.

Option 3 provides an opportunity for the Lyttelton Seafarers Centre to expand upon their current schemes of assistance and further benefit all seafarers entering the port. The Board are in support of Option 3, and of the Lyttelton Seafarers Centre submission.

Yours sincerely,



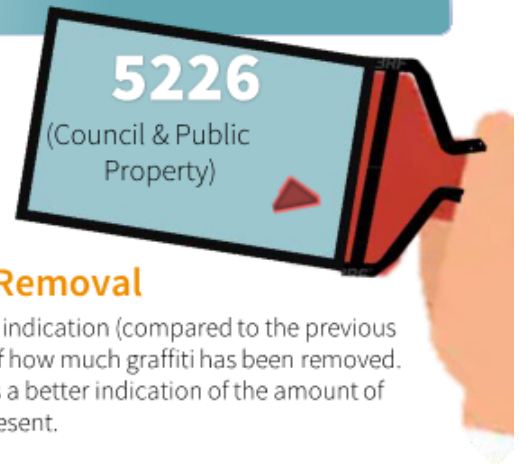
**Lyn Leslie**  
Chairperson  
Tē Pātaka o Rākaihautū Banks Peninsula Community Board



# GRAFFITI SNAPSHOT

July 2023

## Ward & Suburb Insights



### Ward Reporting

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

Ward	# of Tickets - Latest Month	# of Tickets - Previous Month	% Monthly Change
Banks Peninsula	23	15	53%
Burwood	43	50	-14%
Cashmere	59	36	64%
Central	785	773	2%
Coastal	128	127	1%
Fendalton	38	54	-30%
Halswell	26	61	-57%
Harewood	18	30	-40%
Heathcote	160	191	-16%
Hornby	32	48	-33%
Innes	67	36	86%
Linwood	90	99	-9%
Papanui	37	64	-42%
Riccarton	58	71	-18%
Spreydon	77	94	-18%
Unknown	1	1	0%
Waimairi	7	30	-77%
<b>Total</b>	<b>1,649</b>	<b>1,780</b>	<b>-7%</b>

### 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	272	46
Burwood	126	82
Cashmere	102	38
Central	2778	2333
Coastal	772	180
Fendalton	55	34
Halswell	252	67
Harewood	172	16
Heathcote	2038	1120
Hornby	200	409
Innes	89	85
Linwood	274	266
Papanui	58	118
Riccarton	86	93
Spreydon	218	303
Waimairi	29	6
<b>Total</b>	<b>7519</b>	<b>5193</b>

### Reporting Hot Spots

Streets/Locations with the most reported graffiti

Street	# of Tickets - Latest Month	# of Tickets - Previous Month	# of Tickets
Margaret Mahy Family Playground	14	5	14
St Asaph Street, Memory to Madras	13	4	13
Avon Riverbank Central City	12	10	12
Manchester Street, Hereford to Worcester	12	9	12
Washington Way Reserve	10		10
Cathedral Square	9	2	9
Colombo Street	9	17	9
St Asaph Street, Fitzgerald to Phillips	9	4	9
Barrington Park	8	1	8
Brighton Mall, Brighton to Union	8	2	8
Fitzgerald Avenue	8	5	8
Cathedral Square, Worcester to Colombo	7	14	7
Little Hagley Park	7		7
St Asaph Street, Phillips to Nursery	7	1	7
Cashel Street	6	6	6
Colombo Street, Moorhouse to Bath	6		6
Hagley Park South	6	5	6
Madras Street	6		6
Madras Street \ Southwark Street, Central City	6		6
Madras Street, Salisbury to Ely	6		6
Manchester Street	6	11	6
Oxford Terrace, Hereford to Worcester	6	1	6
Riccarton Road	6		6

### Removal Hot Spots

Locations with the most graffiti removed (m2)

Street	Cleaned Graffiti Square Metres
Main South Road, Springs to Hanworth	239
Lismore Street \ Falsgrave Street, Waltham	207
Washington Way Reserve	150
Carlisle Street, Colombo to Buchan	145
Lincoln Road, Hazeldene to Lincoln	144
Worcester Street \ Tramway Lane, Central City	125
Bath Street \ Colombo Street, Central City	113
Colombo Street \ Moorhouse Avenue, Sydenham	110
Waltham Park	107
Manchester Street, Hereford to Worcester	103
Craighead Reserve, Papanui	87
Colombo Street, Quill to Welles	83
Halswell Junction Road, Branstons to Edmonton	82
Club Lane \ Oxford Terrace, Central City	73
Aldwicks Road, Newcastle to Marlborough	66
Bealey Avenue, Durham to Caledonian	65
Dyers Road, Linwood to Maces	60
Mata Lane \ Tuam Street, Central City	60
St David Street, Moorhouse to Montreal	55
Waltham Road, Wordsworth to Mowbray	54
Madras Street \ Lichfield Street, Central City	52
Hayton Road, Washbournes to Dakota	50
Templeton Domain, Templeton	50
St Asaph Street, Mata to Manchester	49
Moorhouse Avenue \ Colombo Street, Sydenham	47
Fitzgerald Avenue \ Gloucester Street, Central City	45
Addington Park	45
Brougham Street \ Wilsons Road, Waltham	44
Manchester Street \ Worcester Street, Central City	43

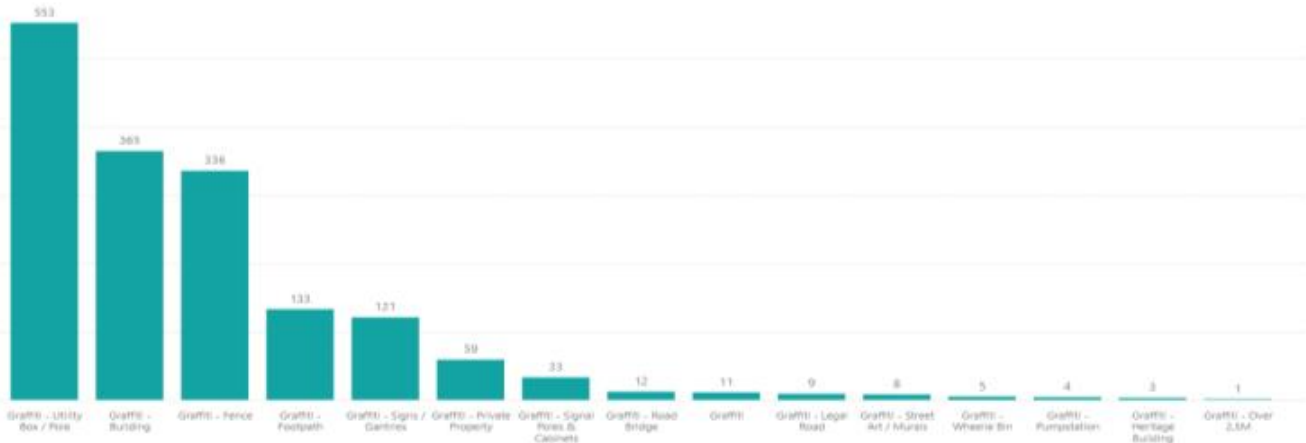


# GRAFFITI SNAPSHOT

July 2023

## Further Insights

### Reports by Asset Type



### Most reported TAG

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



### Reporting Activity

Reporter Type	202307	Total
Individual Volunteer	586	586
Non Volunteer	551	551
Friend Volunteer	374	374
Group Volunteer	138	138
<b>Total</b>	<b>1,649</b>	<b>1,649</b>

### Top 5 Volunteer Reporters

Peter (240 reports)  
Marie-Therese  
Denise  
Jo

### % of Reports made by Volunteers

65%

Monthly Draw Winner: Trish

## New Murals



One NZ Cabinet  
Artist – Distranged Design  
Location - Cnr Gasson & Carlyle Street



Chorus Cabinet  
Artist - Khan Halliday  
Location - 54 Opawa Rd

## Ticket Report

01 07 2023 - 31 07 2023

### Banks Peninsula

Tickets Reported in July 2023

618

# Reported Tickets last ...

Status as of Report Date

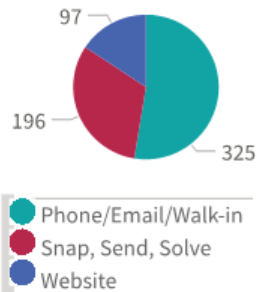
Open

260

Closed/Resolved

358

Channels



Currently Open Tickets\*

1196

# Open Tickets all

13

avg open ticket age (days)

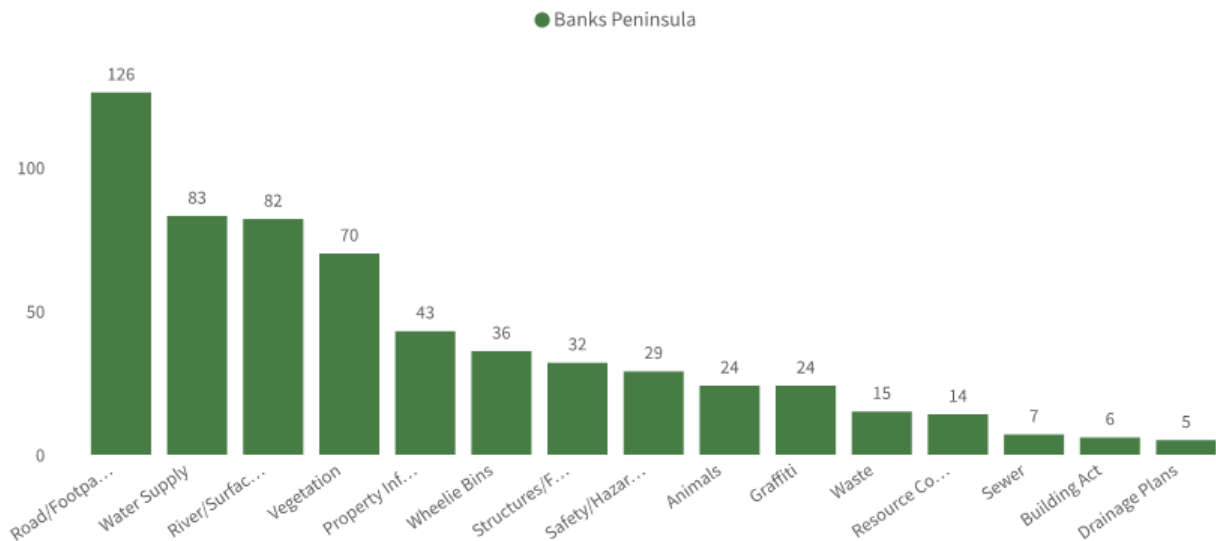
25% of open tickets are less than 32 days old

50% of open tickets are less than 131 days old

75% of open tickets are less than 364 days old

\*Open as of report date, reported all time

### Top 15 Incident Categories



### Top 10 Object Categories

# Tickets	ObjectCategory
80	Road/Hard Surface
52	Water Leak
44	Blockage/Water Not Draining
44	Trees
38	Flooding
24	Graffiti
22	Garden/Landscaped Area
20	Water Supply
17	Damaged Bin
17	Residential Property Files

Report date:  
01 Aug 2023

## 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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