

**Te Pātaka o Rākaihautū
Banks Peninsula Community Board
AGENDA**

Notice of Meeting:

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

Date: Monday 7 September 2020
Time: 10am
Venue: Lyttelton Community Boardroom
25 Canterbury Street, Lyttelton

Membership

| | |
|--------------------|-----------------|
| Chairperson | Tori Peden |
| Deputy Chairperson | Tyrone Fields |
| Members | Reuben Davidson |
| | Nigel Harrison |
| | Howard Needham |
| | Jamie Stewart |
| | Andrew Turner |
| | Scott Winter |

1 September 2020

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

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



Ōtautahi-Christchurch is a city of opportunity for all

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

Principles

| | | | | | |
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| Being open, transparent and democratically accountable | Promoting equity, valuing diversity and fostering inclusion | Taking an inter-generational approach to sustainable development, prioritising the social, economic and cultural wellbeing of people and communities and the quality of the environment, now and into the future | Building on the relationship with Te Rūnanga o Ngāi Tahu and the Te Hononga-Council Papatipu Rūnanga partnership, reflecting mutual understanding and respect | Ensuring the diversity and interests of our communities across the city and the district are reflected in decision-making | Actively collaborating and co-operating with other local, regional and national organisations |
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Community Outcomes

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| Resilient communities Strong sense of community Active participation in civic life Safe and healthy communities Celebration of our identity through arts, culture, heritage, sport and recreation Valuing the voices of all cultures and ages (including children) | Liveable city Vibrant and thriving city centre Sustainable suburban and rural centres A well connected and accessible city promoting active and public transport Sufficient supply of, and access to, a range of housing 21st century garden city we are proud to live in | Healthy environment Healthy water bodies High quality drinking water Unique landscapes and indigenous biodiversity are valued and stewardship exercised Sustainable use of resources and minimising waste | Prosperous economy Great place for people, business and investment An inclusive, equitable economy with broad-based prosperity for all A productive, adaptive and resilient economic base Modern and robust city infrastructure and community facilities |
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Strategic Priorities

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| Enabling active and connected communities to own their future | Meeting the challenge of climate change through every means available | Ensuring a high quality drinking water supply that is safe and sustainable | Accelerating the momentum the city needs | Ensuring rates are affordable and sustainable |
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Ensuring we get core business done while delivering on our Strategic Priorities and achieving our Community Outcomes

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| Engagement with the community and partners | Strategies, Plans and Partnerships | Long Term Plan and Annual Plan | Our service delivery approach | Monitoring and reporting on our progress |
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| Part A | Matters Requiring a Council Decision |
| Part B | Reports for Information |
| Part C | Decisions Under Delegation |

TABLE OF CONTENTS

| | |
|---|----|
| Karakia Timatanga | 4 |
| C 1. Apologies / Ngā Whakapāha..... | 4 |
| B 2. Declarations of Interest / Ngā Whakapuaki Aronga | 4 |
| C 3. Confirmation of Previous Minutes / Te Whakaāe o te hui o mua | 4 |
| B 4. Public Forum / Te Huinga Whānui..... | 4 |
| B 5. Deputations by Appointment / Ngā Huinga Whakaritenga | 4 |
| B 6. Presentation of Petitions / Ngā Pākikitanga..... | 4 |
| B 7. Reserve Management Committee Meeting Minutes | 23 |
| B 8. Briefings - Introduction to the Banks Peninsula Parks Team..... | 53 |

STAFF REPORTS

| | |
|--|----|
| C 9. Allandale Transport Yard site | 55 |
| B 10. Lyttelton Master Plan Update and Project Funding..... | 61 |
| C 11. Delegations for Banks Peninsula Community Board Processes | 65 |
| B 12. Te Pātaka o Rākaihautū/Banks Peninsula Community Board Area Report - September 2020 | 69 |
| B 13. Elected Members' Information Exchange / Te Whakawhiti Whakaaro o Te Kāhui Amorangi..... | 85 |

Karakia Whakamutunga

Karakia Timatanga

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 the Te Pātaka o Rākaihautū/Banks Peninsula Community Board meeting held on [Monday, 17 August 2020](#) be confirmed (refer page 5).

4. Public Forum / Te Huinga Whānui

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

5. Deputations by Appointment / Ngā Huinga Whakaritenga

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

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

6. Presentation of Petitions / Ngā Pākikitanga

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

Te Pātaka o Rākaihautū Banks Peninsula Community Board OPEN MINUTES

Date: Monday 17 August 2020
Time: 10am
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

Present

| | |
|--------------------|-----------------|
| Chairperson | Tori Peden |
| Deputy Chairperson | Tyrone Fields |
| Members | Reuben Davidson |
| | Nigel Harrison |
| | Howard Needham |
| | Andrew Turner |
| | Scott Winter |

17 August 2020

Penelope Goldstone
Manager Community Governance, Banks Peninsula
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To view copies of Agendas and Minutes, visit:
www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/

Part A Matters Requiring a Council Decision

Part B Reports for Information

Part C Decisions Under Delegation

Karakia Timatanga: Tyrone Fields

The agenda was dealt with in the following order.

1. Apologies / Ngā Whakapāha

Part C

Community Board Resolved BKCB/2020/00078

That the apology for absence received from Jamie Stewart be accepted.

Tyrone Fields/Scott Winter

Carried

2. Declarations of Interest / Ngā Whakapuaki Aronga

Part B

Andrew Turner declared an interest in Item 12, Strengthening Community Fund, in respect of the Lyttelton Information Centre.

Nigel Harrison declared an interest in Item 12, Strengthening Community Fund in respect of the Akaroa Community Arts Council.

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

Part C

Community Board Resolved BKCB/2020/00079

That the minutes of the Te Pātaka o Rākaihautū/Banks Peninsula Community Board meeting held on Monday, 20 July 2020 be confirmed.

Andrew Turner/Tyrone Fields

Carried

4. Public Forum / Te Huinga Whānui

Part B

4.3 Services for the Elderly – Alison Ross

Alison Ross, Lyttelton resident, spoke to the Board about the lack of a community hub for the elderly in Lyttelton and the resulting feelings of isolation and loneliness. She suggested the possibility of combining a community centre for the elderly with an already existing organisation, for a mutually beneficial result.

Alison also mentioned a need for easy access to facemasks for the elderly, the possibility of combining the Seafarers Mission with a community centre and the Council devolving responsibilities to Project Lyttelton.

The Chairperson undertook to follow up with Age Concern Canterbury regarding services for the elderly in Lyttelton.

Part B

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

1. Thanks Alison Ross for her presentation.

4.2 Holy Trinity Church – Reverend John McLister

Reverend John McLister, Vicar of Holy Trinity, spoke to the Board about development of the Holy Trinity Church site to date and proposed plans for the future that would create an income to help maintain the church and grounds. He sought advice from the Board with regards to obtaining funding and heritage issues in relation to consents.

Part B

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

1. Thanks John McLister for his deputation.

Attachments

- A Banks Peninsula Community Board 17 August 2020 Public Forum - Reverend John McLister - Holy Trinity Church

4.1 Keep Christchurch Beautiful (KCB) – Linda Keall

Linda Keall, Administrator for the organisation, provided an introduction to Keep Christchurch Beautiful and asked that the Board contact them if they could assist the community, for example with:

- Clean up after events
- Visiting school groups
- Joining local community efforts for litter clean up.

Part B

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

1. Thanks Linda Keall for her presentation.

Attachments

- A Banks Peninsula Community Board 17 August 2020 - Keep Christchurch Beautiful presentation - Linda Keall

5. Deputations by Appointment / Ngā Huinga Whakaritenga

Part B

There were no deputations by appointment.

6. Presentation of Petitions / Ngā Pākikitanga

Part B

There was no presentation of petitions.

7. Reserve Management Committee Meeting Minutes

Community Board Resolved BKCB/2020/00080

Original Officer Recommendations accepted without change.

Part B

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committees:
 - Awa-iti Reserve Management Committee Meeting – 8 July 2020
 - Duvauchelle Reserve Management Committee Meeting – 17 February 2020
 - Duvauchelle Reserve Management Committee Meeting – 16 March 2020
 - Duvauchelle Reserve Management Committee Meeting – 15 June 2020

Andrew Turner/Reuben Davidson

Carried

8. Akaroa Museum Advisory Committee

Community Board Resolved BKCB/2020/00081

Original Officer Recommendations accepted without change.

Part B

That the Banks Peninsula Community Board:

1. Receive the unconfirmed minutes of the Akaroa Museum Advisory Committee, 29 July 2020.
2. Appoint Nigel Harrison as the Chairperson of the Akaroa Museum Advisory Committee for the triennial term to September 2022.

Andrew Turner/Tori Peden

Carried

9. Briefing - Ōtautahi Community Housing Trust

Martin Pearce, Tenancy Operations Manager, spoke to a powerpoint presentation (**attached**) about the services and achievements of the Ōtautahi Community Housing Trust.

Community Board Resolved BKCB/2020/00082

Original Officer Recommendations accepted without change.

Part B

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

1. Notes the information supplied during the Briefing.

Nigel Harrison/Tyrone Fields

Carried

Attachments

- A Banks Peninsula Community Board 17 August 2020 Ōtautahi Community Housing Trust presentation 2020.pptx

10. Briefing - Lyttelton Recreation Centre Update

Trisha Ventom, Community Recreation Advisor and Nathan Mauger, Facility Manager, spoke to a powerpoint presentation (**attached**) about the history and progress of the Lyttelton Recreation Centre.

Community Board Resolved BKCB/2020/00083

Original Officer Recommendations accepted without change.

Part B

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

1. Notes the information supplied during the Briefing.

Tyrone Fields/Andrew Turner

Carried

Attachments

- A Banks Peninsula Community Board 17 August 2020 Lyttelton Recreation Centre Update PPT

11. Outcome of Property Review Process - 55 Woodills Road, Akaroa.

Community Board Resolved BKCB/2020/00084

Original Officer Recommendations accepted without change.

Part A

That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board, noting that there is no alternative public use, recommend to the Council that it:

1. Declares 55 Woodills Road, Akaroa surplus.
2. Grants delegated authority to the Property Consultancy Manager to:
 - a. Commence the sale process of the property in accordance with Council's normal practices and policies.
 - b. Conclude the sale of the property on the best terms considered available taking account of the current open market conditions.
 - c. Do all things necessary and make decisions at his sole discretion that are necessary to give effect to this resolution.

Andrew Turner/Scott Winter

Carried

12. 2020-21 Banks Peninsula Strengthening Communities Fund Report

Officer Recommendations / Ngā Tūtohu

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

1. Approves the 2020/21 Strengthening Communities Fund grants outlined in the following schedule:

| No | Organisation Name | Project | Recommendation |
|-------|--|---|---|
| 61124 | Akaroa Resource Collective Trust | Social Service Provision on Banks Peninsula | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant to Akaroa Resource Collective Trust from its Strengthening Communities Fund for 2020/21 of \$22,500, 2021/22 of \$25,000, 2022/23 of \$25,000 towards Social Service Provision on Banks Peninsula for wages and operational costs. |
| 61105 | 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 from its Strengthening Communities Fund for 2020/21 of \$24,000, 2021/22 of \$25,000, 2022/23 of \$25,000 towards wages and operational costs. |
| 61156 | Project Lyttelton Incorporated | Project Development and Co-ordination | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant to Project Lyttelton Incorporated from its Strengthening Communities Fund for 2020/21 of \$18,000, 2021/22 of \$18,000, 2022/23 of \$18,000 towards Project Development and Co-ordination; and That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a further grant of \$10,000 from its 2020/21 Strengthening Communities Fund to Project Lyttelton towards wages for the Lyttelton Recreation Centre Manager and Activator roles. |
| 61433 | The Little River Wairewa Community Trust | Co-ordination and Operational Costs, and the Banks Peninsula Walking Festival | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Little River Wairewa Community Trust of \$15,000 for wages and operational costs; and \$3,000 towards the Banks Peninsula Walking Festival. |

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| 61353 | Akaroa Community Arts Council | Arts Workshops - Co-ordination and Operational Costs | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$4,000 from the 2020-21 Banks Peninsula Strengthening Communities Fund to Akaroa Community Arts Council towards Arts Workshops for co-ordinator wages, accounting, website and marketing costs, and stationery consumables. |
| 61406 | Akaroa District Promotions Inc. | Akaroa District Promotions - Lumiere d'Akaroa | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$3,500 from the 2020/21 Banks Peninsula Strengthening Community Fund to Akaroa District Promotions Inc. towards Lumiere d'Akaroa operating costs. |
| 61440 | Akaroa Heritage Festival Society Inc. | Production of FrenchFest 2021 | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of grant of \$4,000 from the 2020-21 Banks Peninsula Strengthening Community Fund to Akaroa Heritage Festival Society Inc. for contract fee of an Event and Funding Manager. |
| 61259 | Banks Peninsula Presbyterian Church | Banks Peninsula Community Support | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$300 from the 2020-21 Banks Peninsula Strengthening Communities Fund to Banks Peninsula Presbyterian Church towards the Community Lunches and Garden projects. |
| 61273 | Canterbury Westland Kindergarten Association (Kidsfirst) - Diamond Harbour (12) | Resources on Sustainability, Friendship and Feelings | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$300 from the 2020/21 Banks Peninsula Strengthening Communities Fund to Canterbury Westland Kindergarten Association (Kidsfirst) for toys and books. |
| 61544 | Charteris Bay Yacht Club | Access to Sailing and Water-based Skills | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$2,500 from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Charteris Bay Yacht Club towards Sailing and Water-based skills courses for coaching fees. |
| 61244 | Community Watch City to Sumner Incorporated | Volunteer Patrol Quarterly Events Split - BP 40% / LCH 60% | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$300 from the Banks Peninsula Strengthening Communities Fund to Community Watch City to Sumner Incorporated towards Volunteer Patrol Quarterly Events for meeting (food) costs for volunteers. |

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| 61470 | Diamond Harbour Events Incorporated | Live at the Point 2021 | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$6,500 from the 2020/21 Banks Peninsula Strengthening Communities Fund to Diamond Harbour Events Incorporated towards Live at the Point for wages and event costs. |
| 61190 | Diamond Harbour Youth and Community Trust | Youth Project | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$9,000 from the 2020-21 Banks Peninsula Strengthening Communities Fund to Diamond Harbour Youth and Community Trust towards the Youth Project for wages for non-school contact, materials, training and administration. |
| 61398 | Little River Craft Station Incorporated | Little River Information Station | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$6,500 from the 2020/21 Banks Peninsula Strengthening Communities Fund to Little River Craft Station Incorporated towards Little River Information Station services for wages and operational costs. |
| 61278 | Little River Support Group | Little River Swimming Pool | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$1,500 from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Little River Support Group towards the Little River Community Pool project for caretaker wages. |
| 61365 | Living Streams Community Nursery Trust | Living Streams Community Nursery - Operational Costs | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$4,000 from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Living Streams Community Nursery Trust towards the Living Streams Nursery project for Nursery Coordinator wages and operational expenses. |
| 61416 | Lyttelton Historical Museum Society | Lyttelton Museum Project | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$6,500 from the 2020/21 Banks Peninsula Strengthening Communities Fund to The Lyttelton Historical Museum Society for wages, digitisation and site costs. |
| 61233 | Lyttelton Information and Resource Centre Trust | Lyttelton Review | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$6,500 from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Lyttelton Information and Resource Centre Trust towards the Lyttelton Review for publication and printing costs. |

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| 61491 | Lyttelton Seafarers Centre Charitable Trust | Welfare Support Worker/Ship Visitor | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$9,000 from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Lyttelton Seafarers Centre Charitable Trust for wages for the Welfare Support worker. |
| 61394 | Okains Bay Enhancement Society | Okains Bay Community Enhancement and Development | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$3,000 from the 2020/21 Banks Peninsula Strengthening Communities Fund to Okains Enhancement Society for a community noticeboard, website, stationery and volunteer recognition. |
| 61302 | Royal New Zealand Plunket Trust | Lyttel Tumblers | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$800 from the 2020-21 Banks Peninsula Strengthening Communities Fund to the Royal New Zealand Plunket Trust towards the Lyttel Tumblers programme for venue hire. |
| 61396 | Stoddart Cottage Trust | Activating the Spaces - Project 3 | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$5,000 from the 2020/21 Banks Peninsula Strengthening Communities Fund to Stoddart Cottage Trust towards Activating the Spaces - Project 3 for Contractor payments. |
| 61317 | Te Whare Tapere O Te Mata Hapuku Society Incorporated | Te Whare Tapere O Te Mata Hapuku Community Centre Activation | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$1,200 from the Banks Peninsula Strengthening Communities Fund to Te Whare Tapere O Te Mata Hapuku Society Incorporated towards Te Whare Tapere O Te Mata Hapuku Community Centre Activation for hall hire for 'taster sessions', cleaning costs, gazebo purchase and newsletter printing costs. |
| 61402 | The Loons Club Incorporated | Operational Costs and Wages | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$1,000 from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Loons Club Incorporated for operational costs and wages. |

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| 61334 | The Naval Point Club Lyttelton Inc. | Facilitating Sailing Participation - equipment | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$2,000 from the 2020/21 Banks Peninsula Strengthening Communities Fund to The Naval Point Club Lyttelton Incorporated towards Facilitating Sailing Participation for life jackets, hand held radios, wind meters and hand held GPS equipment. |
|-------|-------------------------------------|--|--|

2. Approve the transfer of the balance of the fund to the Te Pātaka o Rākaihautū/Banks Peninsula Community Board 2020/21 Discretionary Response Fund.

Community Board Resolved BKCB/2020/00085

Part C

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

1. Approves the 2020/21 Strengthening Communities Fund grants outlined in the following schedule:

| No | Organisation Name | Project | Recommendation |
|-------|----------------------------------|---|---|
| 61124 | Akaroa Resource Collective Trust | Social Service Provision on Banks Peninsula | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant to Akaroa Resource Collective Trust from its Strengthening Communities Fund for 2020/21 of \$24,000 , 2021/22 of \$25,000, 2022/23 of \$25,000 towards Social Service Provision on Banks Peninsula for wages and operational costs. |
| 61105 | 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 from its Strengthening Communities Fund for 2020/21 of \$24,000, 2021/22 of \$25,000, 2022/23 of \$25,000 towards wages and operational costs. |
| 61156 | Project Lyttelton Incorporated | Project Development and Co-ordination | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant to Project Lyttelton Incorporated from its Strengthening Communities Fund for 2020/21 of \$18,000, 2021/22 of \$18,000, 2022/23 of \$18,000 towards Project Development and Co-ordination; and That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a further grant of \$10,000 from its 2020/21 Strengthening Communities Fund to Project Lyttelton towards wages for the Lyttelton Recreation Centre Manager and Activator roles. |

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| 61433 | The Little River Wairewa Community Trust | Co-ordination and Operational Costs, and the Banks Peninsula Walking Festival | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Little River Wairewa Community Trust of \$15,000 for wages and operational costs; and \$3,000 towards the Banks Peninsula Walking Festival. |
| 61353 | Akaroa Community Arts Council | Arts Workshops - Co-ordination and Operational Costs | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$4,000 from the 2020-21 Banks Peninsula Strengthening Communities Fund to Akaroa Community Arts Council towards Arts Workshops for co-ordinator wages, accounting, website and marketing costs, and stationery consumables. |
| 61406 | Akaroa District Promotions Inc. | Akaroa District Promotions - Lumiere d'Akaroa | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$4,000 from the 2020/21 Banks Peninsula Strengthening Community Fund to Akaroa District Promotions Inc. towards Lumiere d'Akaroa operating costs. |
| 61440 | Akaroa Heritage Festival Society Inc. | Production of FrenchFest 2021 | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of grant of \$4,000 from the 2020-21 Banks Peninsula Strengthening Community Fund to Akaroa Heritage Festival Society Inc. for contract fee of an Event and Funding Manager. |
| 61259 | Banks Peninsula Presbyterian Church | Banks Peninsula Community Support | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$300 from the 2020-21 Banks Peninsula Strengthening Communities Fund to Banks Peninsula Presbyterian Church towards the Community Lunches and Garden projects. |
| 61273 | Canterbury Westland Kindergarten Association (Kidsfirst) - Diamond Harbour (12) | Resources on Sustainability, Friendship and Feelings | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$300 from the 2020/21 Banks Peninsula Strengthening Communities Fund to Canterbury Westland Kindergarten Association (Kidsfirst) for toys and books. |
| 61544 | Charteris Bay Yacht Club | Access to Sailing and Water-based Skills | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$2,500 from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Charteris Bay Yacht Club towards Sailing and Water-based skills courses for coaching fees. |

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| 61244 | Community Watch City to Sumner Incorporated | Volunteer Patrol Quarterly Events Split - BP 40% / LCH 60% | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$450 from the Banks Peninsula Strengthening Communities Fund to Community Watch City to Sumner Incorporated towards Volunteer Patrol Quarterly Events for meeting (food) costs for volunteers. |
| 61470 | Diamond Harbour Events Incorporated | Live at the Point 2021 | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$4,500 from the 2020/21 Banks Peninsula Strengthening Communities Fund to Diamond Harbour Events Incorporated towards Live at the Point for wages and event costs. |
| 61190 | Diamond Harbour Youth and Community Trust | Youth Project | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$9,000 from the 2020-21 Banks Peninsula Strengthening Communities Fund to Diamond Harbour Youth and Community Trust towards the Youth Project for wages for non-school contact, materials, training and administration. |
| 61398 | Little River Craft Station Incorporated | Little River Information Station | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$6,500 from the 2020/21 Banks Peninsula Strengthening Communities Fund to Little River Craft Station Incorporated towards Little River Information Station services for wages and operational costs. |
| 61278 | Little River Support Group | Little River Swimming Pool | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$1,500 from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Little River Support Group towards the Little River Community Pool project for caretaker wages. |
| 61365 | Living Streams Community Nursery Trust | Living Streams Community Nursery - Operational Costs | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$4,000 from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Living Streams Community Nursery Trust towards the Living Streams Nursery project for Nursery Coordinator wages and operational expenses. |
| 61416 | Lyttelton Historical Museum Society | Lyttelton Museum Project | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$6,500 from the 2020/21 Banks Peninsula Strengthening Communities Fund to The Lyttelton Historical Museum Society for wages, digitisation and site costs. |

| | | | |
|-------|---|--|---|
| 61233 | Lyttelton Information and Resource Centre Trust | Lyttelton Review | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$4,500 from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Lyttelton Information and Resource Centre Trust towards the Lyttelton Review for publication and printing costs. |
| 61394 | Okains Bay Enhancement Society | Okains Bay Community Enhancement and Development | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$3,000 from the 2020/21 Banks Peninsula Strengthening Communities Fund to Okains Enhancement Society for a community noticeboard, website, stationery and volunteer recognition. |
| 61302 | Royal New Zealand Plunket Trust | Lyttel Tumblers | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$1,000 from the 2020-21 Banks Peninsula Strengthening Communities Fund to the Royal New Zealand Plunket Trust towards the Lyttel Tumblers programme for venue hire. |
| 61396 | Stoddart Cottage Trust | Activating the Spaces - Project 3 | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$5,000 from the 2020/21 Banks Peninsula Strengthening Communities Fund to Stoddart Cottage Trust towards Activating the Spaces - Project 3 for Contractor payments. |
| 61317 | Te Whare Tapere O Te Mata Hapuku Society Incorporated | Te Whare Tapere O Te Mata Hapuku Community Centre Activation | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$1,200 from the Banks Peninsula Strengthening Communities Fund to Te Whare Tapere O Te Mata Hapuku Society Incorporated towards Te Whare Tapere O Te Mata Hapuku Community Centre Activation for hall hire for 'taster sessions', cleaning costs, gazebo purchase and newsletter printing costs. |
| 61402 | The Loons Club Incorporated | Operational Costs and Wages | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$1,000 from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Loons Club Incorporated for operational costs and wages. |
| 61334 | The Naval Point Club Lyttelton Inc. | Facilitating Sailing Participation - equipment | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$2,000 from the 2020/21 Banks Peninsula Strengthening Communities Fund to The Naval Point Club Lyttelton Incorporated towards Facilitating Sailing Participation for life jackets, hand held radios, wind meters and hand held GPS equipment. |

2. Approve the transfer of the balance of the fund to the Te Pātaka o Rākaihautū/Banks Peninsula Community Board 2020/21 Discretionary Response Fund.

Tyrone Fields/Scott Winter

Carried

12.2 Banks Peninsula Strengthening Communities Fund - 17 August

Community Board Resolved BKCB/2020/00086

Part C

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

1. Approves the 2020/21 Strengthening Communities Fund grants outlined in the following schedule:

| No | Organisation Name | Project | Recommendation |
|-------|---|-------------------------------------|--|
| 61491 | Lyttelton Seafarers Centre Charitable Trust | Welfare Support Worker/Ship Visitor | That the Te Pātaka o Rākaihautū/Banks Peninsula Community Board approves a grant of \$10,000 from the 2020/21 Banks Peninsula Strengthening Communities Fund to the Lyttelton Seafarers Centre Charitable Trust for wages for the Welfare Support worker. |

Tyrone Fields/Andrew Turner

Carried

Howard Needham asked that his vote against this resolution be recorded.

Andrew Turner declared an interest in 61233 of Item 12, Strengthening Community Fund and took no part in the Board's discussion or voting on these items.

Nigel Harrison declared an interest in Item 61353 of Item 12, Strengthening Community Fund and took no part in the discussion or voting on the matter.

Meeting adjourned at 12.16pm

Meeting resumed at 12.23pm

13. Banks Peninsula Discretionary Response Fund - 17 August

Community Board Resolved BKCB/2020/00087

Original officer recommendations accepted without change.

Part C

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

1. Approves a grant of \$3,616 from its 2020-21 Discretionary Response Fund to Te Hapū o Ngāti Wheke Incorporated towards a defibrillator.

Andrew Turner/Tyrone Fields

Carried

14. Banks Peninsula Youth Development Fund

Board Comment

Tyrone Field, Deputy Chairperson, declared a conflict of interest in regards to making decisions on funding for youth, because of his employment situation, and noted it was not appropriate for him to be delegated authority under the Youth Development Fund.

Officer Recommendations / Ngā Tūtohu

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

1. Establish a Youth Development Fund to be allocated directly from the Board's Discretionary Response Fund for the years 2020/21, 2021/22 and 2022/23.
2. Approve delegation to the Board Chairperson (or Deputy Chairperson) and the Community Governance Manager Banks Peninsula to approve applications up to \$500, subject to:
 - Board members being informed, and given opportunity to comment, on any applications that are being considered;
 - All approved and declined applications being reported to the Board via the Area Report for members' information and public transparency.
3. Approve that the Youth Development Fund application form states that the purpose of the fund is:
 - To celebrate and support young people living in the Banks Peninsula area by providing financial assistance for their development; and
 - To provide an opportunity for the Community Board to acknowledge young people's effort, achievement and potential excellence in the community.
4. That the Banks Peninsula Community Board's Youth Development Fund application form states the following as eligible activities:
 - Personal Development and Growth – for example leadership training, career development, extra-curricular educational opportunities.
 - Representation at Events – Applicants can apply for assistance if you have been selected to represent your school, team or community at a local, national or international event or competition. This includes sporting, cultural and community events.
5. Approve that the Youth Development Fund application form states the following as eligible criteria:
 - Age groups 12-20 years.
 - Projects must have obvious benefits for the young person and if possible the wider community.
 - One successful application per applicant each year.
 - Applicants should be undertaking other fundraising activities and not be relying solely on Community Board support.
 - Successful applicants will be required to report back on their experiences and benefits to the Community Board.

Community Board Resolved BKCB/2020/00088

Part C

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

1. Establish a Youth Development Fund to be allocated directly from the Board's Discretionary Response Fund for the years 2020/21, 2021/22 and 2022/23.
2. Approve delegation to the Board Chairperson (**or Board Member, Howard Needham**) and the Community Governance Manager Banks Peninsula to approve applications up to \$500, subject to:
 - Board members being informed, and given opportunity to comment, on any applications that are being considered;
 - All approved and declined applications being reported to the Board via the Area Report for members' information and public transparency.
3. Approve that the Youth Development Fund application form states that the purpose of the fund is:
 - To celebrate and support young people living in the Banks Peninsula area by providing financial assistance for their development; and
 - To provide an opportunity for the Community Board to acknowledge young people's effort, achievement and potential excellence in the community.
4. That the Banks Peninsula Community Board's Youth Development Fund application form states the following as eligible activities:
 - Personal Development and Growth – for example leadership training, career development, extra-curricular educational opportunities.
 - Representation at Events – Applicants can apply for assistance if you have been selected to represent your school, team or community at a local, national or international event or competition. This includes sporting, cultural and community events.
5. Approve that the Youth Development Fund application form states the following as eligible criteria:
 - Age groups 12-20 years.
 - Projects must have obvious benefits for the young person and if possible the wider community.
 - One successful application per applicant each year.
 - Applicants should be undertaking other fundraising activities and not be relying solely on Community Board support.
 - Successful applicants will be required to report back on their experiences and benefits to the Community Board.

Nigel Harrison/Reuben Davidson

Carried

15. Te Pātaka o Rākaihautū/Banks Peninsula Community Board Area Report - August 2020

Community Board Resolved BKCB/2020/00089

Original officer recommendations accepted without change.

Part B

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

1. Receive the Te Pātaka o Rākaihautū/Banks Peninsula Community Board Area Report for August 2020.

Andrew Turner/Scott Winter

Carried

16. Elected Members' Information Exchange

Part B

Board members exchanged items of information and interest:

- Church Bay Neighbourhood Association thanks and acknowledgment to Scott Winter for the time, effort and money he put into the James Drive Reserve Path, which is complete and looks amazing.
- Waste Minimisation Plan consultation – interest from the community but limited time to respond.

Scott Winter and Howard Needham left the meeting at 12.41pm

- Godley Quay/Voelas Road crossing – yellow lines exceeded the plan. Board member will submit a Customer Service Request (CSR)
- Lyttelton Bus Services – Cass Bay Residents Association concerns and suggested solutions.
- Akaroa Art Exhibition – successful opening night with 110 attending.
- Akaroa Onward – reported that a group of Akaroa associations have got together with a goal to create a fair and balanced community culture.
- Okains Bay Maori and Colonial Museum - Nigel Harrison was elected to the Board. Helen Brown was elected Chairperson.
- Lyttelton Harbour Information Centre – Penny Carnaby is co-chairing with Glen Harris.
- Project Lyttelton and the Housing Trust are considering the possibility of a community owned housing project for Lyttelton.
- Akaroa community discussion regarding concerns about cruise ships, freedom camping and how the community voice can be heard.
- Mitre Hotel – an application for demolition consent has been lodged.
- Community Board Reports to Council – suggestion to move to a bi-monthly schedule.
- Little River community have acknowledged and thanked the Council for the new footpath on Western Valley Road, Little River.
- Council process for feeding back to the community regarding submissions was questioned.
- Plans are in development for a memorial for the former Catholic Church site in Lyttelton.

Attachments

- A Banks Peninsula Community Board - 17 August 2020 - Cass Bay Residents Association Correspondence Lyttelton Bus Services

16.1 Lyttelton Reserves Fire Risk

Part B

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

1. Requests staff advice on which entities have responsibility to manage the fire risk on Council owned and non-Council owned reserves above the township of Lyttelton and what fire management plans are in place to manage this risk.

Karakia Whakamutunga: Tyrone Fields

Meeting concluded at 1.04pm.

CONFIRMED THIS 7th DAY OF SEPTEMBER 2020

**TORI PEDEN
CHAIRPERSON**

7. Reserve Management Committee Meeting Minutes

Reference / Te Tohutoro: 20/959139

Report of / Te Pou

Matua:

Liz Carter, Community Board Advisor, Liz.Carter@ccc.govt.nz

General Manager /

Pouwhakarae:

Mary Richardson, GM Citizens & Community,

Mary.Richardson@ccc.govt.nz

1. Purpose of Report / Te Pūtake Pūrongo

Minutes have been received from the following Reserve Management Committees:

| Name | Subject |
|---|---|
| Cass Bay Reserve Management Committee | 3 June 2020 Unconfirmed |
| Lyttelton Reserves Management Committee | 8 June 2020 Confirmed |
| Lyttelton Reserves Management Committee | 29 June 2020 Unconfirmed |
| Okains Bay Reserve Management Committee | 4 August 2020 Unconfirmed |

2. Officer Recommendations / Ngā Tūtohu

That the Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Management Committees:

- Cass Bay Reserve Management Committee – 3 June 2020
- Lyttelton Reserves Management Committee – 8 June 2020
- Lyttelton Reserves Management Committee – 29 June 2020
- Okains Bay Reserve Management Committee – 4 August 2020

Attachments

| No. | Title | Page |
|---------------------|---|------|
| A ↓ | Cass Bay Reserve Management Committee - Minutes 3 June 2020 | 24 |
| B ↓ | Lyttelton Reserves Management Committee - Confirmed Minutes 8 June 2020 | 28 |
| C ↓ | Lyttelton Reserves Management Committee - Minutes 29 June 2020 | 43 |
| D ↓ | Okains Bay Reserve Management Committee - Minutes 4 August 2020 | 51 |

Minutes of Meeting of the Cass Bay Reserves Management Committee (RMC)

Wednesday 3rd June 2020 7.30pm, at the Steadfast Wardroom.

PRESENT:

Jenny Healey- Chair
Tracey Adams- Secretary
Jeremy Webb- Committee Member
Brian Downey- Committee Member
John Fitch- CCC Park Rangers
Chris Nee- Navy Cadets
David Tayler- Cass Bay
Liz Hales- Committee Member
Wendy Everingham- Committee Member
Tracy Prince-Navy Cadets
Paul Devlin- CCC Park Rangers
Noelene Allen
Felix Dawson

APOLOGIES

Tyrone Fields- Community Board

Action
Points

MINUTES OF PREVIOUS MEETING (5th February 2020)

It was proposed that: **The minutes from the 5th February 2020 meeting be agreed; proposed Jenny, seconded Tracy, CARRIED.**

Brian declared a conflict of interest in discussing Steadfast nursery.

Chris Nee – regarding Steadfast

Tracy Prince – regarding Steadfast

A very lengthy meeting followed about, **what is the RMC's interest about the gifting of Steadfast?** I have summarised below to the best of my ability.

Cass Bay Residents have been contacted separately for their feedback by email, which was passed onto Felix.

- Felix Dawson from the CCC spoke about what is happening re-submission and gifting of Steadfast buildings and the proposal will go to the Community Board and CCC.
- Noelene Allen, a Cass Bay resident, and ex-Mayor discussed the history of Steadfast and what had previously been planned for the area before the site was closed for community access. This included a recreational resource for community access, community hall, walking tracks, mountain bike tracks, and a campground. The residents wanted to support Steadfast

Cadets, but the development has been lost. It was noted that community access was removed once gates were padlocked and no walking available on Steadfast. It was questioned why the padlocks were installed in the first place. Noelene also commented that this proposal was like the cart before the horse.

- Dave Tayler asked how can we get back to original vision?
- Paul Devlin requested that the Sea Cadet lease be settled asap.
- Felix said that Steadfast is regarded as a park.
- Wendy Everingham requested that the Reserves Classification of Steadfast to come before the Sea Cadet lease.

- Felix mentioned some key things. The deterioration of the buildings on Steadfast and the possibility that the Cadets would not be able to raise money to fix the buildings without a lease tenure.

- Chris Nee commented on the struggle the cadets have had over many years regarding money to make repairs on buildings where there is no official lease.

- Paul Devlin asked, what level of ownership do the cadets need to secure for funding without the community being affected /feeling excluded?

- Brian Downey said there was a problem of the cadets getting what they wanted but the community not. Brian is against the process going ahead without Steadfast being classified as a Reserve first.

- Noelene asked if a middle ground could be found. Instead of 35 years maybe a 5-year lease while the process is sorted for the vision. Maybe a MOU for the cadets to have use the premises after an initial 5-year lease?

- Chris questioned what the budget money is being planned for? There is money set aside for various reserves projects when they are ready to go ahead. There is also potential for more money to come from other areas to assist with development.

- Paul said we should be able to work collectively to get what everyone wants from the Steadfast development.

- Felix commented that there is a need for community access to the buildings and it should be incorporated in the leasing document.

- Jenny Healey has asked that we need a strong legal guarantee that the community will always have community access.

- Felix asked what will be required for this to happen? For example, the cost of making it safe for use. It was noted that there are 2 other buildings up for use by the community.

- Paul said the Development Plan would be done in the next financial year. (Started in July)

- Jenny said that there is general agreement that the sea cadets can use the site but making sure that the community have security for using the site as well. The community needs to be involved along the way re-development and that there is a timeline for everything.

- Noelene also suggested that the cadets put forward how they are wanting the process to go ahead.

A proposal was put forward by Jenny Healey and seconded by Dave Tayler- "We would like to move forward with providing Community access, for recreation and activities, and TS Godley having tenure at a level for the Cadets to raise funds, (to be reviewed in 12 months) so long as a DEVELOPMENT PLAN and IMPLEMENTATION PLAN are prepared concurrently."

This was supported by all except Brian who was uncertain.

MATTERS ARISING FROM PREVIOUS MINUTES

Nil matters arising from previous meeting.

Whaka Ora Healthy Harbour project to commence. COVID 19 has slowed down the time frame. There are meetings planned with the Cadets so there is no conflict of interest. It only going to affect the bottom section of Steadfast. Hamish Fairborn from Conservation volunteers, RMC Residents Association, ECAN and CCC to be involved with the planting.

ANY OTHER BUSINESS

Liz Hales asked if we can have a handrail on the track going down from 1 Governors Bay Rd.

Paul mentioned that the Pony point track will now be a spring job.

NEXT MEETING

The next meeting, election of committee then ordinary meeting is scheduled for Wednesday the 5th August 2020 at 7.30pm in the Wardroom, Steadfast.
Meeting closed at 9.35pm

UNCONFIRMED

Confirmed Minutes of Meeting

Minutes of the ordinary meeting of the Lyttelton Reserves Management Committee held in the Lyttelton Community Board Room, 25 Canterbury Street, on Monday 8th of June 2020 commencing at 7.02 pm.

1 Present: Brian Downey (Chair), Sarah Amazinna, Brian Brookes, Jacob Chick, Wendy Everingham (Deputy Chair), Flora McGregor, Omar Seychell, Sue Stevens (Treasurer), Gerard Timings (Secretary).

2 In attendance Reuben Davidson (Community Board Liaison), Joan Blatchford (Governance Team), Paul Devlin (Port Hills Rangers),

3 Members of the Public John Everingham, Joshua Merriam.

4. Apologies: Aurora Smith, Andrew Metaxas.

4.1 RESOLVED that the apologies be accepted.

MOVED Sue Stevens **SECONDED** Brian Brookes **CARRIED**

5 Audio recording of meeting

5.1 RESOLVED that this meeting be recorded for the purpose of minute taking only.

MOVED Wendy Everingham **SECONDED** Sue Stevens **CARRIED**

6 Conflict of Interest Declaration - None declared.

7 Confirmation of Minutes of meeting held on Monday February 10th

7.1 RESOLVED that the draft minutes of February 10th 2020 be confirmed as a true and correct record.

MOVED Flora McGregor **SECONDED** Brian Brookes **CARRIED**

7.2 RESOLVED that the Committee has full confidence in our Secretary's minute-taking.

MOVED Wendy Everingham **SECONDED** Brian Brookes **CARRIED**

7.3 Secretary Gerard Timings notified Council staff that they have the wrong email address for him.

8 Correspondence - 2020 04 20

8.1 Letter from Banks Peninsula Community Board - Tori Peden

8.2 Banks Peninsula Community Board Meeting - 8 June 2020 - Linda Burkes.

8.3 Request to present at meeting on 8 June 2020 – Joshua Merriam LMBC.

8.4 2020-21 Draft Annual Plan – CCC Planning.

8.5 Letter to community groups - parks volunteering under Level 2.

8.6 Lease of naval buildings on Steadfast Reserve - Andrew Scott Te Hapū o Ngāti Wheke.

8.7 RMC Meetings - Amy Hart.

8.8 Level 2 update - Paul Devlin.

8.9 Board's Submission on Annual Plan – Amy Hart.

8.10 Canterbury Volunteers NZ CWS - Hamish Fairbairn.

Offer noted. We have previously supervised and used their volunteers for weed work.

8.11 2020-21 Draft Annual Plan - Dawn Baxendale.

In light of Covid 19 there will be a further submission period June 13th -29th. The Lyttelton Reserves Management Committee are able to update our original submission.

8.12 18 Gilmore Tce - Nick Singleton.

This resident request for fire risk maintenance in January was not forwarded to the Committee until May. There has been no action on this as the fire season is over.

8.13 Wicked Rogaines - Further Information Urumau – Nora Audra

This event is small scale and has been run on Urumau Reserve previously with little impact. If the Port Hills Rangers have no other issues we would respond positively. It must be stated clearly where the competitors are not to go off the track.

8.14 Proposed event celebrating the Port Hills - Jeremy Marks SHORTCIRCUIT

This event will have a heavy impact on other members of the public using the Stan Helms Track. The downhill run of such a large number of competitive athletes will significantly impede the general public who may be wishing to walk up the track. It has been noted that the Rangers have expressed concerns about this event. We will forward our concerns to the Events team and the Port Hills Rangers.

8.15 Recent vandalism of MTB tracks in Urumau Reserve. - Nick Singleton

It was noted that trees 300 mm diameter had been cut with a chainsaw to clear a track in the geo tech exclusion area. Gum trees had been cut with a chainsaw on the edge of the 4WD track for firewood. The rangers requested that they be notified of any unauthorised activity.

8.16 level 3 - Paul Devlin.

8.17 RMC update - Paul Devlin.

8.18. CCC staff to Garden of Tane RMC - CANCELLED All RMC Meetings - Amy Hart

- 8.19 Garden of Tane RMC response CANCELLED - All Reserve Management Committee Meetings - Suky Thompson.
8.20 Predator Free Newsletter April 23rd
8.21 CANCELLED - All Reserve Management Committee Meetings - Amy Hart.
8.22.CCC Spark Hazard Advisory and FENZ Update: Rakaia to Conway Rural Fire Situation – Rodney Chambers.
8.23 Week Beginning Monday 23. March 2020 - Rodney Chambers.
8.24 Agenda - Banks Peninsula Community Board meeting - 16 March 2020 - Linda Burkes.
8.25 CCC Spark Hazard Advisory and FENZ Rural Fire Situation Update - Rodney Chambers.
8.26 CCC Spark Hazard Advisory Monday 9 March 2020 - Rodney Chambers.
8.27 Annual Plan Consultation Open - Amy Hart.
8.28 Welcome to our February newsletter – infrastructurenews.
8.29 Banks Peninsula Community Board Meeting 2 March 2020 - Agenda - Linda Burkes.
8.30 Consultation open - Council's Draft Annual Plan 2020-21 - Katy McRae.
8.31 CCC Spark Hazard Advisory: 17th to 24th Feb 2020 - Rodney Chambers.
8.32 Lyttelton Mountain Bike Club – letter summarising a meeting “Building Bridges” - BD to LMBC
8.33 Banks Peninsula Community Board Meeting 17 February 2020 - Linda Burkes.

8.34 Several committee members requested that the correspondence be circulated to the committee as soon as it arrives and logged in a google spreadsheet. It is every members responsibility to read the correspondence prior to a meeting.

8.35 **RESOLVED** that the correspondence be accepted.

MOVED Omar Seychell **SECONDED** Jacob Chick **CARRIED**

9 Treasurer's report 10 February 2020

Balances as at 31 May 2020:

| | |
|--|------------|
| Everyday account | \$1,620.78 |
| Term deposit Maturity 10 th Nov | \$4,794.96 |

9.1 **RESOLVED** that the financial report for the period ending May 31st 2020 be adopted.

MOVED Sue Stevens **SECONDED** Omar Seychell **CARRIED**

10 Community Board Report - Reuben Davidson (Community Board Liaison)

10.1 Reuben spoke to the Community Board Letter, outlining the Board's concerns about the Committee's relationships with the Lyttelton Mountain Bike Club and with the Council staff.

A number of committee members were concerned that this letter was very unreasonable in its immediate demands and being very unfair on a new committee members who were just finding their feet when they were closed down for 3 months due to Covid 19 pandemic.

It was mentioned that the Committee are the local experts and have the authority from Council and the Community Board through the "Terms of Reference" to manage the governance and daily operation of Urumau and Whaka Raupo reserves with a 'hands off' approach from Council, and the staff.

There were some factual errors highlighted in the letter. For example the Diagonal track had never been approved by the Committee or the Community Board. Reuben was asked to get clarification.

10.2 A member of the public who had interjected at this part of the meeting was cautioned by the Chair. That person withdrew the outburst and apologised and caused no further disturbance at the meeting.

11 Head Ranger's Report - Paul Devlin (Port Hills Rangers)

Geo Tech has completed it's rockfall assessments in the closed-off area in Urumau. The official opening of the area will be formalised shortly.

Paul offered to provide tools and supplies listed in the Committee's Annual Plan Application. The offer would have to be taken up by the end June.

He reported that maintenance on the 4wd and drainage bench had been completed.

ECAN has changed it's requirements for the weed control of boneseed in Urumau and Whaka Raupo Reserves. They are available to discuss the new regime with the Committee. Paul can put us in touch with them if we would like an update.

12 General Business

12.1 Annual Plan – Wendy Everingham

Our first Annual Plan Application to Council was presented to the Community Board for support on March 2nd. Due to COVID-19 we were given the option to amend the original application.

It was noted that the Community Board supported a Banks Peninsula Management Plan rather than a Whaka Raupo or a Urumau Reserve Management Plan as required by the Reserves Act 1977.

There is now the opportunity to update our application following further Committee discussion.

12.2 Covid 19 – Wendy Everingham

Our basic health and safety documentation has been upgraded to incorporate COVID-19 best practice. We will continue to work in small teams.

12.3 Planting – Wendy Everingham

Report tabled as read. See **Appendix 1**.

The Committee thanked Helen Greenfield for all her work, organising many community members in the collection of seed, the propagation and the potting-up of all our planting requirements.

12.4 Animal Pests and Weeds – Wendy Everingham

Report tabled as read. See **Appendix 2**.

12.5 Tracks - Brian Downey

User Survey and tracks report tabled as read. See **Appendix 3**

At this stage, the Track group is not recommending taking up Council staffs' offer to provide tools and materials as suggested before June 30. The Track work programme is 6 months behind. The Zig-Zag Track (Foster Tce. entrance to the Drainage Bench Track) has been identified as the highest priority for maintenance and upgrade.

12.6 Communications

Report tabled as read. See **Appendix 4**.

Communications expanding via social media

12.7 Cultural Implications – Flora McGregor

Report tabled as read. See **Appendix 5**.

13 Other Business

13.1 There will be a further workshop to address the contents of the Community Board letter and will be held on Monday June 29th 7pm at the Community Boardroom.

13.2 Another member of the public who had interjected at the meeting several times and had been warned, was ordered by the Chair to leave the meeting. That person complied without further disturbance.

14 Next Meeting Date on Monday 10th August 2020 at 7pm.

15 CLOSE: Meeting closed at 9.09pm



Chair

Date 8th of June 2020

Appendix 1

Planting Team Update June 2020

Amazingly so much has happened for the planting effort during the lockdown and intermediate stages since our last update in February. We are on track for the upcoming planting season.

Seed Collecting

The seed collecting team was able to visit remnant forest on three separate occasions prior to lockdown. Whilst planned visits for late March, April and early May did not eventuate we were fortunate to collect most of the species that we were searching for. Luckily team member Sue Stevens is fortunate to have some remnant seed stocks on her property and she was able to supply us with a few species that we were missing from our planting card.

On the last weekend in May the team got another opportunity to collect seed.

The season for seed collecting is now over and we have been able to source all the material we need.

Seed Cleaning/Sowing

Prior to the lockdown, Helen Greenfield cleaned many of the seeds and was able to distribute many to various community members who have been sowing them for us. Similarly, Helen left me with many seeds during lockdown that I cleaned and have sown.

Potting Up

Prior to lockdown Omar was able to drop off many seedlings to my home that he'd germinated and needed to be potted to PB3. Between Helen and myself we potted up a further 134 PB3 sized plants during lockdown. Since the lockdown finished myself, Aurora and Helen have added a further 104 PB3's to the nursery stocks. Plants in stock total 856. These are nearly all PB3's with some bigger PB6's.

Nursery's

Helen Greenfield has managed the Community Garden nursery during the entire period. She's watered and done all site maintenance.

Brian looked after the Cass Bay site and after lockdown Brian and I did a tidy up.

Watering

Unfortunately, with such dry conditions the watering had to be maintained. Due to all the Covid 19 restrictions and me being in Australia for two weeks early March this meant Brian has been solely responsible for this activity. He has watered in total for 23.5 hours! In level two Brian Brookes got some hands-on experience learning how to do this. Brian Downey continued to support the programme with extensive water modelling. Seems like good rains are not on the horizon so watering might have to continue for some time!



Planting Grid

Brian Downey has pegged out the new planting site.

Ledges

Normally we would not dig ledges prior to the community planting but with Covid 19 distancing and group sizes limited we are being proactive and digging ledges now. This serves two purposes. With little rain, ledges dug and mulched early will deliver more moisture to the site and it means we can work safely without too many people up there and quite independently from each other. The two Brian's have now commenced the ledges.

Site Preparation – Weed Removal

Removal of weeds needs to occur before planting. We have a huge site of Old Mans Beard within the planting area. During the lockdown I slowly chipped away at it. It's now almost all removed. Brian Downey cleared the site of small patches of fennel. There are still two significant patches of Old Mans Beard close to the planting area. Helen Greenfield has started to remove one. The remainder can be removed over the coming weeks.

Planting Method

With Covid 19 I have been re-thinking the planting methodology. I think it's best to continue to work in small teams. I don't think we'll have our big community shout out days, rather a series of small plantings with community that we tap on the shoulder. This enables safe use of equipment and social distancing. With so little rain planting is going to be deferred to August at the earliest.

New Helpers

After the lockdown finished two community members approached me to help. Both are keen to sow seeds and the other will help with potting up and other general tasks.

Community Emphasis

It's worth noting that our entire team comes from our committee and wider Lyttelton community. The beauty of this programme is the community can be involved in all aspects of the programme from the management to the day to day tasks. Similarly, you can be involved with the entire cycle of what's involved to create a forest or just dip your toe in and do a bite sized task that is manageable. As a community we have the skills to do the entire programme and we have the buy in of locals to ensure success. Whilst our process is more labour intensive than a commercial model I think the outcomes speak for themselves.

Wendy Everingham

LRMC Planting Team June 1st 2020



Appendix 2

Discussion Paper – Weed Team

What is our vision for Urumau ????

We will focus on high quality manageable weed removal that is site specific to enhance our planting areas.

Our second priority will be our boundaries with neighbouring properties. Our focus is planting to create fire breaks as well as control weeds.

What is our vision for Whaka Raupo?

We will focus on high quality manageable weed removal along our boundaries. This might be achieved by planting green zones that can also act as fire breaks.

What drives our weed removal?

First and foremost, it's protection of the new forest that we are trying to grow, Then it is having enough resources to complete the job. We do not want to commit to work if we can't complete or follow up on the job.

Since work began on Urumau so much weed work has gone to waste. The earthquakes put an end to the monitoring of Old Mans Beard. It has gotten away from the Committee again and will take considerable resources to return to the post earthquake position.

What weeds are we dealing with?

Serious weeds have been identified in the reserves by previous committees. In fact in 2008 a weed report was commissioned and this report gave the that committee a plan to move forward with.

The weeds identified for highest attention on are:

- **Clematis vitalba* Old Mans Beard
- **Acer pseudoplatamus* Sycamore
- **Chrysanthemoides monilifera* Boneseed
- **Euonymus europaeus* Spindleberry
- **Crataegus monogyna* Hawthorn
- **Lyceum ferocissimum* Boxthorn
- **Rubus fruticosus* agg, Blackberry

The secondary weeds are:

- **Hedera helix* Ivy
- **Pittosporum ralphii* Karo
- **Centranthus ruber* Spur valerian
- **Sambucus nigra* Elderberry
- **Ilex aquifolium* Holly
- **Cotoneaster glaucophyllus* Cotoneaster
- **Foeniculum vulgare* Fennel

Why do we target these species?

These species are targeted because they inhibit the growth of our native plants, could impact our neighbours and spread further afield. They are the highest impact ones.

What is our commitment? Long or short term?

Weed work is a long term commitment. Into the future we need to ensure that the work undertaken is carried forward. We don't want to see work completed wasted. To this end from now on we will leave a better record about our weed progress so that when the committee changes we have a clear record of progress to hand over.

ACTION Create a recording system.

What is achievable 2020 2021 2022?

Continuation of weed work prior to planting targeting Old Mans Beard, Sycamore and Fennel.

Follow up weed work from the planting areas 2015,16,17,18,19,20.

Blackberry removal from the LPC boundary.

Fennel removal and follow up from Reserve Terrace entranceway.

Old Mans Beard follow up Reserve Terrace Entrance

Blackberry removal from the entrance to Whakaraupo

ACTION Create regular work days to achieve above.

Rogue Work

We know that Boneseed is being removed around the pine area and the LPC boarder. We need to organise planned work around that. For example ensuring stumps get pasted, records are kept of where trees are removed etc.

ACTION Follow up with this person.

Supplimented with:

Good records of where the weeds are located for future follow up.

A follow up register – when do you need to re-visit site to check progress

How do we Work?

Ideally in small teams. That way we can learn off each other. Best to work for a two hour block.

We work to our agreed plan. If the crew want to work alone they need to be well briefed and feed information back into the overall scheme of things.

Committee members will formulate the direction with one person taking on the coordination role.

To poison or dig out or both?

Depending on the weed and its size will answer this question.

Often **small sycamore or boneseed** plants can be pulled out by hand and left to dry in a tree. No further action required.

For larger trees you can saw at the base and poison with glyphosate paste.



For **Old Mans Beard** it is very difficult to dig the entire plant out. Cut all canes and foliage off and dig the nodules as best as you can. Any bits that remain in the ground after cutting require pasting.

Often with **fennel** you can dig the entire plant out. If you don't want to dig it all out you can cut it right down and paste with glyphosate.

Whatever weeds you take out ensure you cover the holes with soil and then cover with mulch. Any open ground is ripe for more weed infestations.

Weed Disposal Urumau:

Sycamore trees can be left on site to decompose.

Blackberry needs to be carefully placed in tarpaulins and transferred to 21 Foster Terrace where it can be disposed of in CCC waste bins.

Old Mans Beard needs to be carefully placed in tarpaulins and transferred to 21 Foster Terrace where it can be disposed of in CCC waste bins. When it has entered the canopy of trees it can be trimmed at ground level and allowed to die in the tree.

Boneseed can be left on site to compost. Ensure there are no seeds before doing this

Fennel can be left on site but in piles where it can't grown down into the site again.

Weed Disposal Whaka Raupo

If branches cannot be left on site they need to be taken home for disposal in your green bin.

Things to be aware of so that weeds don't spread further:

Don't pull Old Mans Beard out of trees when in flower as you will spread the seeds far and wide.

Try to dig the entire Old Mans Beard plant from the ground. Any small pieces left can re-grow.

Don't place live plant material on the ground as it can re-grow.

Don't dig out Boneseed with in flower as the seeds will be dispersed.

Always cover open ground with mulch. An open site

Health and Safety

Prior to new people working on site they need to be aware of our Health and Safety requirements.

All weed work needs gloves. Small tools can be supplied. All poison will be supplied.

Everyone must sign in. Site hazards must be identified. Sturdy shoes are required.

ACTION Develop a more comprehensive Health and Safety Plan.

Weed Education

Feed the Comms team stories

Where do the weeds come from?

Neighbourhood Risks – dumpers people who plant invasive species - gardens that generate weeds for the reserve

Success Requires CAREFUL PLANNING, ENDURANCE, COORDINATION AND VISION

Appendix 3

Lyttelton Reserve Management Committee Tracks Team Meeting Saturday June 6th 2020

Present: Brian Downey, Brian Brookes, Flo McGregor, Wendy Everingham

Survey Results - Urumau Reserve

Brian and Wendy undertook 88 hours of observational surveying of track users during levels 2,3,4 of Covid 19 restrictions.

Until this stage we only had anecdotal evidence of track usage. The surveys showed:

- Walking is the most significant activity on the reserve
- Dog walking is hugely popular
- Only a small select group of mountain bikers are using the tracks
- Many new local people visited the reserve during level 4 lockdown

The survey work highlighted the bottleneck where users from Reserve Terrace and Foster Terrace meet to proceed upwards to the bench track. See attachment. Planning implications:

Zig-Zag Track needs to be widened to accommodate the needs of all users. It needs to be a proper shared use track.

Maintenance arrangements

- Whaka Raupo Reserve – We have no idea of the current maintenance regime on the Stan Helms Track. We need to find out what the Council staff's schedules are for this.
- All work carried on any track in Urumau Reserve and Whaka Raupo Reserve must be supervised by a Committee member.
- Urumau Reserve Drainage track and 4-WD track. The tracks will be maintained by the Port Hills Rangers in line with the Committee's established specifications.
- Urumau Reserve Terrace Track and Zig-Zag Track to be maintained by the Committee's Track Group to the established specifications.

Short term Track Priorities

- Urumau Reserve Zig-Zag track needs upgrading to a proper shared-use track. Work to begin in Spring.
- Whaka Raupo entrance at Harmans Road is also a priority. The staircase needs to be extended and the original (2000) track restored. There will be opportunities for cultural planting in the area. Help will be sought from Mobil and other contractors for materials.
- We will develop a partnership project focusing on widening the Urumau Loop Track. This will involve working with the Lyttelton Mountain Bike Club, Conservation Volunteers and the City Council.

- We would like to work with the Council to ensure Head to Head Walkway gets higher priority and are not happy with current route.
- We regard the Timeball route a higher priority
- The Diagonal Track is not considered urgent but will be considered in the medium term.

Specifications for Shared Use Track Upgrades

- On the Zig Zag Track we recommend the track be a minimum width of 1.5 metres but ideally 1.8 metres to allow mountain bikers to stop and to allow walkers to move past them. Switch-back corners will need to be hardened and the cambers reduced.
- DoC standards to be utilised in the development of specifications for outcrops, widths, gradients etc.
- Brian B and Brian D will develop the specifications over winter.

Unapproved Track work since the election of the new Committee

- Weed-eating in the closed geo-tech area.
- In the 2009 planting planting, where the unauthorised track was cut. Logs cut by the Rangers to block the track have been moved aside and persons have destroyed all re-planting.
- Mowing grass on unauthorised diagonal track. Who did it?
- Whaka Raupo Reserve - track clearing in cultural garden area.
- 2 instances of people chain sawing. One person for firewood and the other for track clearing in geo-tech closed area.

Whaka Raupo

A previously proposed track line from Steadfast (Cass Bay) up a ridge to the Crater Rim as previously planned by LRMC did not proceed because of rock fall issues following the Christchurch earthquake. When these issues are resolved, the Tracks Team wishes to reinstate this project.

How our team will operate

- Seeking the help of our community members.
- In partnership with other organisations as appropriate.

Head Ranger's Offer

In light of the COVID-19 emergency, the Council Annual Plan is being re-examined as is our opportunity to re-submit. We are reviewing our requests to the CCC Long Term Plan and at this stage are not taking up Paul's offer.

Accidents –

- Two helicopter accidents happened during lockdown and we had no official notification. We would like to be informed of incidents on our reserves.

Community Board Letter

- The Tracks Group have been actively engaging with the Lyttelton Mountain Bike Club. The Tracks Group seeks the support of the Club in the maintenance, upgrades and development of the shared-use and mountain bike tracks. To date the Club has not shown a genuine willingness to engage with the Committee.
- We are clear the Diagonal Track and for that matter other new tracks are not a priority for us at this time.
- Tracks team believe the Banks Peninsula Community Board is being unreasonable in their approach to us.
- We wonder why they are being so aggressive to us when we really have been unable to begin any work programmes due to Covid 19 and the January holidays etc? These delays have put our Committee's work programme back 6 months.

Appendix 4

Lyttelton Reserve Management Committee – Communications Team Update June 2020

Who Are We?

Phase 1: Meet the team

Thank you to Jacob, Paul and Wendy for getting our facebook page Lyttelton Community Reserves up and running. Jacob also created an Instagram account for the reserves.

Early March the committee released a story to the Lyttelton Review titled “Who are We”. It highlighted the diversity of our team.

Phase 2: Meet the users of the Reserves

In the spirit of collaboration and two-way communication let’s identify some of the key users of the Reserves. It is proposed that we identify a variety of people who enjoy our Reserves, get a photograph and a brief statement about what they use the Reserves for and what it means to them. Propose identifying 7 individuals or groups, with one released each week via our facebook and instagram accounts.

Hot Topics / Hot tips

Tone: supporting people to enjoy, learn and be safe on the Reserves throughout the seasons.

Example: *“Sites of significance and local stories*
Meet with Cultural Team to discuss.

Example: *“Enjoying our Reserves in Winter”*

What are some helpful tips for this time of year e.g. footwear, state of tracks, interesting plants / wildlife to watch out for eg kids quiz available for families to take with them, most romantic picnic spot, best vantage point for photography etc

Example: *“How to get involved”*
Opportunities to join working bees and planting days

What other “Hot Topics” do you think should be addressed?

For Consideration

How do we approve official / unofficial communications? Agree a process for responding to key stakeholders when matters arise.

Appendix 5

Cultural Sub-Committee Report
Lyttelton Reserves Management Committee

Monday 8th June 2020
Team Meeting June 1st

Present Brian Downey, Flo McGregor, Aurora Smith
Apologies: Sarah Amazinnia

Matters Arising

- Would like to give Plants as a Koha to Runanga for planting around the Marae.
- Extend Planting around at Pony Point – (Wendy & Helen)
- Tracks at Whaka Raupo Reserve Entrance - Exploring an alternative track entrance with Te Wheke Runanga
- Contact Mobil and Fulton Horgan if they can help in any way.
- Steadfast – Council staff advised that meetings were held with Lyttelton Reserves Committee, which is incorrect.

Draft Minutes of Meeting

Minutes of the ordinary meeting of the Lyttelton Reserves Management Committee held in the Lyttelton Community Board Room, 25 Canterbury Street, on Monday 29th of June 2020 commencing at 7.02 pm.

Welcome:

The Chairperson welcomed everyone to the meeting and reminded everyone that we are here to represent our community. He asked that everyone speaks directly to the Chair. Only one member at a time to speak and without interruption. Time limits may be applied. He reminded the public that they are welcomed but can not take part in the discussion.

1.1 Present: Brian Downey (Chair), Wendy Everingham (Deputy Chair), Sue Stevens (Treasurer), Gerard Timings (Secretary), Flora McGregor, Omar Seychell, Aurora Smith, Andrew Metaxas, Brian Brookes, Jacob Chick (late arrival 7.22pm).

1.2 In attendance Reuben Davidson (Community Board Liaison), Tyrone Fields (Community Board Liaison), Paul Devlin (Port Hills Rangers), Nick Singleton (Port Hills Rangers).

1.3 Members of the Public. Joshua Merriam.

2. Apologies:. Sarah Amazinnia, Paul Dietsche.

2.1 RESOLVED that the apologies be accepted.

MOVED Sue Stevens **SECONDED** Andrew Metaxas **CARRIED**

3 Conflict of Interest Declaration - None declared.

4 Confirmation of Minutes of meeting held on Monday June 8th.

4.1 RESOLVED that the draft minutes of June 8 2020 be amended by deleting the last two sentences in item 10.1 **AND** that the minutes, as amended, be confirmed as a true and correct record.

MOVED Flora McGregor **SECONDED** Jacob Chick **CARRIED**

Omar Seychell requested that his vote **AGAINST** the resolution be recorded.

5 Matters arising from the previous minutes

Omar Seychell asked if anyone had followed up to thank Helen Greenfield. Wendy Everingham said that she had passed the thanks on verbally.



6 Correspondence

6.1 Correspondence is now collated and sent out in a table indicating status of actions taken. Items are classified as Information Only, Actioned or For Further Discussion. Items in red will be discussed in other business. See **Appendix 2**

Correspondence In

- 6.2** 9th June Amy Hart Level One Information
- 6.3** 12th June Amy Hart Updated Information Annual Plan
- 6.4** 17th June Linda Burkes Notice of Banks Peninsula Community Board Meeting
- 6.5** 19th June Joshua Merrium Requesting a Meeting
- 6.6** 23rd June Paul Devlin Draft Licence Agreement Mobil Oil
- 6.7** 24th June Amy Hart Reminder Annual Plan Deadline
- 6.8** 24th June Paul Devlin Urumau Geotechnical Hazard Report
- 6.9** 29th June Paul Devlin Port Hills Marathon - Rangers Updated Position
- 6.11** 29th June Paul Devlin Updated Mobil Licence Agreement

Correspondence Out

- 6.12** 17th June Rangers/Events Port Hills Ultra Marathon Email to Events Team and Rangers detailing concerns
- 6.13** 29th June Rangers/Events Port Hills Marathon

6.14 RESOLVED that the incoming correspondence be accepted and that the outgoing correspondence be approved.

MOVED Wendy Everingham **SECONDED** Aurora Smith **CARRIED**

7 Treasurer's Report for the period 6 to 26 June

Everyday Account:

| | |
|----------------------------|------------|
| Opening balance 6 June | \$1,620.78 |
| Credit interest | \$0.00 |
| Closing balance 26 June | \$1,620.78 |
| Transaction for the period | \$0.00 |

Term Deposit:

| | |
|--------------------------|------------|
| Opening balance 14 May | \$4,794.96 |
| Matures 10 November 2020 | |

7.1 RESOLVED that the financial report for the period ending June 26th 2020 be adopted.

MOVED Sue Stevens **SECONDED** Aurora Smith **CARRIED**

8 Business

8.1 Tracks Group

Brian Brookes spoke about the successful track group meeting with the Lyttelton Mountain Bike Club on Saturday June 27th. A protocol was established for users to discuss ideas with the Tracks Team bi-monthly and some project work was agreed upon.

8.2 RESOLVED that the Committee approve the upgrades to the Zig Zag track and the Urumau Loop Track (2020/21).

MOVED Flora McGregor **SECONDED** Omar Seychell **CARRIED**

8.3 It was noted that the Zig Zag and Urumau Loop tracks were informally named. Omar Seychell highlighted that one small section at the beginning of the upward part of the diagonal track needed attention.

8.4 RESOLVED that the Committee approve the Head to Head Timeball Walkway as the preferred new track to be considered in the 2021/22 period.

MOVED Omar Seychell **SECONDED** Wendy Everingham **CARRIED**

8.5 RESOLVED that track maintenance work required by other interest groups or stakeholders must be notified to the Committee and, if approved, may require the supervision of at least one member of the Tracks Team

MOVED Flo McGregor **SECONDED** Andrew Metaxas **CARRIED**

8.6 RESOLVED that Brian Brookes be the Tracks Group team leader and team members include Flora McGregor and Brian Downey.

MOVED Brian Downey **SECONDED** Aurora Smith **CARRIED**

9 Response to Community Board Letter

The Community Board letter, see **Appendix 1**, of the 4th of June 2020 was discussed in detail by the Committee. A Whiteboard was used to note the issues based on the following topics:-

Protocol with Lyttelton Mountain Bike Club

A meeting was held with the LMBC on the 27th June and a new stakeholder meeting has been approved for regular bi-monthly meetings

New Tracks

To be held in abeyance this year. New tracks considered in 21/22 and our focus will be the Timeball Walkway. Some existing tracks will be upgraded to improved shared use specifications

Inaccuracies in Letter

Diagonal Track was never approved.

The contention that there were No Recreational Users on the Committee. Community Board accepted Lyttelton Mountain Bike Club's assertion without enquiring as to the truth of the statement. This is not true. Letter states that the rangers are the managers and experts. They are not the only ones. In a Reserve Management Committee there is also community expertise available.

Relationship with Rangers. Rangers said at this meeting that they had no problems with their relationship with us.

Issue - Community Board Process to hear RMC's : There was not enough time allocated at the March 2nd meeting of the Community Board for comprehensive answers to the Board. It was suggested that either a separate briefing or a longer speaking time should have been allocated. It was also suggested that there should be better induction for both the Community Board and the Committee so that there is better understanding on how Reserve Management Committee's work.

9.1 RESOLVED that the Chair and Deputy Chair write a letter to the Community Board based on the whiteboard framework as discussed by the Committee **AND** that the letter be circulated for Committee members approval.

MOVED Jacob Chick

SECONDED Brian Brookes

CARRIED

Clearer communications were sought with Council and an invitation was extended to interested Committee members to attend the next Community Board Workshop.

10 Other Business

10.1 Communications Work Group

A framework was developed for official communication. A discussion followed about unofficial communication. See **Appendix 2**.

10.2 RESOLVED that communications from the Committee be approved if the protocols, listed below, are followed.

- Must be information that relates to one of the Committee,s projects.
- Project must be approved by Committee
- Print media must be signed off by email prior to publication by the entire Committee.
- Letters are authorised by the Committee and signed by the Chairperson.

MOVED Wendy Everingham

SECONDED Brian Brookes

CARRIED

10.3 Mobil Oil

Mobil is seeking access to Whaka Raupo to remediate dangerous rocks that could threaten the oil pipe-line. They require an access agreement from Council to do this work. The Access agreement will only be issued for a maximum of one

year. More rare species were added to the list and remediation was sought for work in Whaka Raupō.

10.4 RESOLVED that the Committee accept the re-drafted Access License for Mobil Oil to carry out rock remediation work to ensure the safety of the oil pipeline dated June 29th 2020.

MOVED Wendy Everingham **SECONDED** Omar Seychell **CARRIED**

10.5 Geotech Survey in Closed areas of Urumau Reserve

The SE corner of Urumau Reserve has been deemed safe from rock fall by Geologists. The rangers will now instigate the official opening process. There is still one part of the reserve closed in the area of the Timeball Station. Rangers will request more work in this area to see if a path can be cleared to allow access to the Timeball Station.

10.6 Port Hills Marathon

The rangers are now happy that this event is fine from their point of view. The Committee are leaving the final approval to enter Whaka Raupō to the Council Events Team.

10.7 Another Issue

Flora McGregor asked the rangers if composting toilets could be put on tracks.

11 Next Meeting Date on Monday 10th August 2020 at 7pm.

12. Meeting Closed at 9.16pm.

Chair

Date

5

Appendix 1



03 941564325

Winchester Street
Lyttelton8082
PO Box 73027
Christchurch 8154
ccc.govt.nz

4 June 2020

Gerard Timings
Secretary
Lyttelton Reserves Management Committee
lytteltonreserves@hotmail.com.nz

Dear Mr Timings

On 2 December 2019, the Banks Peninsula Community Board having heard community concerns about the Lyttelton Reserves Management Committee resolved the following:

- 1. Acknowledge concerns that not all user groups are represented on the Lyttelton Reserves Management Committee and ask that the staff Project Group looking at the review of Reserve Management Committees take this into account as part of any Terms of Reference going forward.**
- 2. Request that the Lyttelton Reserves Management Committee update the Community Board by the end of February 2020 on how it proposes to implement the approved Urumau Reserve Development Plan and provide a draft timeline for this work.**
- 3. Request that the Lyttelton Mountain Bike Club engage with the Lyttelton Reserves Management Committee within this timeline to discuss the development of mountain bike tracks as detailed in the Urumau Reserve Development Plan.**

Andrew Turner/Tyrone Fields Carried

The Chairperson and Deputy Chairperson of the Lyttelton Reserves Management Committee (Committee) presented to the Board on 2 March 2020 in response to the resolution and outlined the RMC's priorities, but there was unfortunately no time to discuss the detail of that response.

The Board appreciated the update on your high-level priorities and was pleased to see the detailed planting plans. Board members noted that "tracks and networks" are within your three-year horizon.

You will know, as mentioned in Resolution 1 above, that there is a review of Reserve Management Committees being carried out. We are aware that there are some grey areas that need to be clarified around tracks maintenance, vegetation management, signage and



use of other volunteers, for example those from the mountain biking community, but in the absence of this review's outcome there are areas which need resolution.

It appears to the Board that there are ongoing issues with the Committee's relationship with the Lyttelton Mountain Bike Club and the wider mountain biker community. The Club has in the past worked under the supervision of the Committee and the Council's Park Rangers to develop and maintain the mountain bike tracks on Urumau. Across the city, mountain bikers and Council Parks staff work successfully and collaboratively to develop and maintain these tracks in partnership. The Board wishes this model to be applied to the tracks on Urumau with staff, mountaineer bikers (including the Lyttelton Club) and the Committee's track team working in close collaboration. If there is any doubt, then Parks staff are the professionals and can set standards for all maintenance and development on reserves.

We ask that the Committee set up a protocol to ensure that this relationship is pursued positively and with urgency and that the RMC, along with a representative of the Lyttelton Mountain Bike Club, report back to the Board on 6 July on how this will work into the future.

The Board, when it approved the Development Plan, also approved the upgrade of the diagonal track and we know that Parks staff are waiting on sign-off from the Committee to proceed with the upgrade. It would be appreciated if this could be expedited by the Committee to ensure funding is not lost. Paul Devlin, Head Ranger, will be at your meeting on Monday 8 June to answer any final questions.

The Board must sign off any new tracks so again it would be appreciated if you could let us know your priorities for development and timelines for these, as they will require funding.

We have also been concerned that the relationship between the Committee and the Park Rangers could be more productive. As the Community Board we expect the RMC and Ranger staff to work closely and constructively together. Again, across the city, groups who manage reserves work with the professional Parks staff using the expertise of both parties for the good of the reserves and all users. The Park Rangers are the professionals who are ultimately responsible to the Council for the management of these reserves. The Board will be asking the Parks staff to report to it, again in July about the way that the Committee is ensuring a collaborative and responsive relationship with staff.

And finally, we also have some concern from staff about the minutes of your meetings and the manner in which they are written. Our Community Board Advisor, Liz Carter, would like to discuss the structure of the minutes with the Secretary to ensure that they are recorded appropriately. Liz will contact the Secretary to discuss a time.

Our Lyttelton based Governance team is happy to assist in any way to achieve these changes.

Yours faithfully,



Tori Peden
Chairperson, Banks Peninsula Community Board
Christchurch City Council



| Appendix 2 | | | | | | | |
|------------------------|-----------|----------------|---|-----------|---------------------------|-----------------------|--|
| Code | Date | From | Topic | Info Only | Action required | Action Date Completed | Action Completed |
| CORRECTIONS IN | | | | | | | |
| 6.1 | 9th June | Amy Hart | Level One Information | √ | | | |
| 6.2 | 12th June | Amy Hart | Updated Information Annual Plan | √ | | | |
| 6.4 | 17th June | Linda Burkes | Notice of Banks Peninsula Community Board Meeting | √ | | | |
| 6.5 | 19th June | Joshua Merrium | Requesting a Meeting | | Brian Brookes to organise | 27th June | Meeting Held |
| 6.6 | 23rd June | Paul Devlin | Draft Licence Agreement Mobil Oil | | Committee Discussion | 29th June | Tabled |
| 6.7 | 24th June | Amy Hart | Reminder Annual Plan Deadline | √ | | | |
| 6.8 | 24th June | Paul Devlin | Urumau Geotechnical Hazard Report | | Committee Discussion | 29th June | NE cnr of Res to go thru formal process |
| 6.9 | 29th June | Paul Devlin | Port Hills Marathon - Rangers Updated Position | | Brian responded | 29th June | |
| 6.11 | 29th June | Paul Devlin | Updated Mobil Licence Agreement | | Committee Discussion | 29th June | Resolution to approve |
| CORRECTIONS OUT | | | | | | | |
| 6.3 | 17th June | Rangers/Events | Port Hills Ultra Marathon Email to Events Team and Rangers detailing concerns | | Brian responded | 27th June | As per comments committee meeting discussion |
| 6.10 | 29th June | Rangers/Events | Port Hills Marathon | | Brian responded | 29th June | CCC Events to decide outcome |

Okains Bay Reserve Management Committee meeting held on

Tuesday 4th August 2020

Matiu Payne opened the meeting with karakia.

Present: Wayne Kay – Chairperson, Donna Bruce, Matiu Payne, Graeme Page – Koukourarata, Judy Thacker, Nick Thacker, Lester Fletcher, Richie O’Malley, Michelle Wallis-Hartley and Colin Jacka.

Apologies: Richard Boleyn, Aaron Leith, Julia Fettes, Jamie Stewart.

Minutes of the previous meeting: The minutes of the previous meeting held on Tuesday 16th June 2020 were passed as true and correct.

Moved Judy/Lester

Carried.

Matters arising: # Signage re: driving vehicles on the beach. Colin discussed options and legality. *Colin to action.*

Plantings at the beach. Annie is now on the CCC books so plantings can be purchased from her directly.

The Sefton Park paddock lease is still waiting for CCC process. Colin advised Peter Moore can continue to use at no cost until process is determined. It was pointed out that the RMC is missing out on money in the interim. *Colin to follow up.*

Drainage at the entrance to camp ground. Additional sand will be deposited to bring up to water table level which will help to drain freely. *Colin to action.*

Weeds at beach. Wayne to follow up with Richard. *Wayne to action.*

Chainsaw and chipper needed at beach to trim trees below power lines and around water tanks. Colin said this has been completed.

Woodchips have been spread around garden beds at beach.

Health & Safety: Michelle said there were no issues to report.

Correspondence: Inward: Emails from CCC have been forwarded to board members as they are received.

Outward: Letter of congratulations to Peter Ramsden was posted and an email sent.

Finance reort: as tabled by Colin Jacka.

Discussion re: increased revenue and likely reasons. Colin explained how to read the financial reports.

The finance report for June and July 2020 was received.

Moved Judy/Richie Carried.

General business: # Capital expenditure – Colin updated members on ablution block, pavilion going up for tender next week in preparation for next season. The plan is to convert front left into a Summer office and have a storeroom, staffroom and possibly a shop (if the Okains Bay Store is not open by Summer). Discussion re: ablution block and existing waste disposal system. Colin explained costs of portacom options or separate cabins. Matiu reiterated the importance of having a capital expenditure plan and said it is not a matter of the RMC not wanting options but we need to be prudent with our spend. Wayne suggested a meeting in the next few weeks to discuss capital expenditure plan and the aspirations of RMC members as representatives of the local community. It was also suggested this be combined with clearing out Tini Arapata - possibly on Sunday 30th August. Date to be confirmed via email. *Sharon to action.*

Estuary erosion into land by riverside. Trees have been placed to help stop continued erosion in this area.

Lawnmowing around reserves has been taken on by local Paddy MacBeth from CCC.

Lovely Grub have asked if they could have a food cart at the beach over Summer.

Matiu will be asking Runanga if they would like to have meetings at Okains Bay and Le Bons Bay, to learn and understand the different histories of each area. It is also an opportunity to build relationships within both communities.

Matiu spoke about kōiwi held in the museum and repatriating bones in Okains Bay. They would like to choose a suitable area inland for ancestors to rest in their urupā. Koukourarata will choose a place and time. *Matiu to action.*

Matiu closed the meeting with karakia at 7.15 pm.

Next meeting on Tuesday 6th October 2020 at 5.30 pm in the community hall.

8. Briefings - Introduction to the Banks Peninsula Parks Team

Reference / Te Tohutoro: 20/889279

| | |
|--------------------|--|
| Report of / Te Pou | Kerri Bowen, Team Leader Parks Sector Banks Peninsula, |
| Matua: | Kerri.Bowen@ccc.govt.nz |
| General Manager / | Mary Richardson, GM Citizens & Community, |
| Pouwhakarae: | Mary.Richardson@ccc.govt.nz |

1. Purpose of Report

The Board will be introduced to the Banks Peninsula Parks Team and briefed on the parks maintenance arrangements.

2. Officer Recommendations / Ngā Tūtohu

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

1. Notes the information supplied during the Briefing.

Attachments

There are no attachments for this report.

9. Allandale Transport Yard site

Reference / Te Tohutoro: 20/795437

Report of / Te Pou
Matua:

Justin Sims, Property Consultant, Justin.sims@ccc.govt.nz

General Manager /
Pouwhakarae:

David Adamson, GM City Services, david.adamson@ccc.govt.nz

1. Executive Summary / Te Whakarāpopoto Matua

- 1.1 The purpose of this report is for the Banks Peninsula Community Board to approve granting a lease to Fulton Hogan for use of the Allandale Transport Yard Site at 153 Governors Bay Rd. This report has been written following a renewal of the Banks Peninsula road maintenance contract which the previous lease on the site was linked to.
- 1.2 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 by considering the number of parties affected by the decision. As the land is not needed for a Council use, leasing it to Fulton Hogan will not impact the wider community.

2. Officer Recommendations / Ngā Tūtohu

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

1. To publicly notify the proposal to lease the property to Fulton Hogan, dealing with any objections in accordance with s119 and s120 of the Reserves Act 1977.
2. In its capacity of holding the Minister of Conservations Delegation, pending the outcome of 2 above, to give consent to the lease in accordance with s73(3) of the Reserves Act 1977.
3. To authorise the Property Consultancy Manager to manage and conclude all issues and processes associated with the above resolutions including, but not limited to:
 - a. Finalising lease documentation to Fulton Hogan for a term of 30 years at a market rental on similar terms to the previous lease with the inclusion of a clause requiring the lease to be assigned to the Council's Banks Peninsula road maintenance contractor should Fulton Hogan lose the contract in the future.
 - b. Convening a hearings panel to consider any objections and making a recommendation back to the Board for a decision.
4. Agree to deviate from the Council leasing of Council property policy as it relates to publicly tendering the lease as provided for under section 80 of the Local Government Act having identified that:
 - a. the proposal to lease the property at 153 Governors Bay Rd unilaterally would be inconsistent with the Council's policy that new leases be publicly tendered; and
 - b. the reason for such inconsistency is that the proposed lessee is contracted to maintain the roads in this area for Council and this location is strategic for delivering on that contract; and
 - c. the Council has no intention to amend the policy to accommodate the decision due to the proposed transaction being a one-off exception;

3. Reason for Report Recommendations / Ngā Take mō te Whakataua

- 3.1 The Banks Peninsula road maintenance contract has just been tendered and Fulton Hogan have been appointed again. The previous lease of the Allandale Transport Yard site was linked to the expiry date of the previous contract and a new lease is therefore required to enable continued use of the site.

4. Alternative Options Considered / Ētahi atu Kōwhiringa

- 4.1 The land is not required for any other purpose having already been circulated through the surplus property disposal process with the outcome that it be retained for the road maintenance contract as it is in a strategic location.
- 4.2 No other options have therefore been considered.

5. Detail / Te Whakamahuki

- 5.1 The Council previously considered the future of this site at its meeting of 12th May 2016 and 1st February 2018 wherein it approved retention of the site for lease and use by the Banks Peninsula road maintenance contractor which was Fulton Hogan at the time.
- 5.2 The lease granted coincided with the term of the maintenance contract which expired on 30th June 2020.
- 5.3 Fulton Hogan tendered for the new contract and was the winning bidder and the Transport Unit therefore supports leasing the site to them again as it occupies a strategic location in terms of delivering on the contract.
- 5.4 It is intended to lease the site at open market value and on principally the same terms as the existing lease with the exception of lease term. Staff propose to grant the lease for 30 years with a new clause requiring it to be assigned to any future Banks Peninsula road maintenance contractor.
- 5.5 Although the new roading contract is for 5 years. The proposed lease term is in acknowledgement of the fact this lease will likely always run with the use and therefore will avoid having to advertise the desire of Council to lease the site and to report to the Board every few years saving time and money.
- 5.6 The decision affects the following wards/Community Board areas:
- 5.6.1 Banks Peninsula Community Board.

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

Strategic Alignment / Te Rautaki Tīaroaro

- 6.1 Leasing the site supports delivery of maintenance of the road network.
- 6.2 This report does not support the [Council's Long Term Plan \(2018 - 2028\)](#).

Policy Consistency / Te Whai Kaupapa here

- 6.3 The decision is inconsistent with the leasing Council property policy.
- 6.3.1 Inconsistency – the Council intends to deal unilaterally with the Banks Peninsula road maintenance contractor.
- 6.3.2 Reason for inconsistency - the proposed lessee is contracted to maintain the roads in this area for Council and this location is strategic for delivering on that contract.

- 6.3.3 Amendment necessary - the Council has no intention to amend the policy to accommodate the decision due to the proposed transaction being a one-off exception

Impact on Mana Whenua / Ngā Whai Take Mana Whenua

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

Climate Change Impact Considerations / Ngā Whai Whakaaro mā te Āhuarangi

- 6.5 N/A

Accessibility Considerations / Ngā Whai Whakaaro mā te Hunga Hauā

- 6.6 N/A

7. Resource Implications / Ngā Hīraunga Rauemi

Capex/Opex / Ngā Utu Whakahaere

- 7.1 Cost to Implement – internal legal costs
7.2 Maintenance/Ongoing costs – the tenant will maintain the property
7.3 Funding Source – from existing budgets

Other / He mea anō

- 7.4 N/A

8. Legal Implications / Ngā Hīraunga ā-Ture

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

- 8.1 Local Government Act 2002
8.2 Reserves Act 1977

Other Legal Implications / Ētahi atu Hīraunga-ā-Ture

- 8.1 There is no legal context, issue or implication relevant to this decision
8.2 This report has not been reviewed and approved by the Legal Services Unit

9. Risk Management Implications / Ngā Hīraunga Tūraru

- 9.1 Objections to the lease may be received through the public notification process.

Attachments / Ngā Tāpirihanga

| No. | Title | Page |
|---------------------|--|------|
| A ↓ | 304/6251 Allandale Transport Yard site map | 59 |

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).

(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 | Justin Sims - Property Consultant |
| Approved By | Angus Smith - Manager Property Consultancy Mark Pinner - Manager City Streets Maintenance David Adamson - General Manager City Services |



10. Lyttelton Master Plan Update and Project Funding

Reference / Te Tohutoro: 20/1016778

Report of / Te Pou
Matua:

Kristine Bouw, Project Manager, Kristine.Bouw@ccc.govt.nz

General Manager /
Pouwhakarae:

Brendan Anstiss, GM Strategy & Transformation

1. Brief Summary

- 1.1 The purpose of this report is to inform the Banks Peninsula Community Board of the reallocation of funds within the Lyttelton Master Plan Programme to support priority projects. Staff are looking to reallocate funds in the programme from the Lyttelton Pedestrian Linkages project to upgrades to public amenities in the town centre, including the upgrade and the addition of toilet facilities.
- 1.2 The [Lyttelton Master Plan](#) was adopted by Council on 21 June 2012. It is one of nine master plans prepared by the Council in conjunction with the local communities as a part of the Suburban Centres Programme. Only two of the remaining Master Plan actions are funded for delivery by the Council: reinstatement of London Street paving (Action M4) and Lyttelton Pedestrian Linkages (Action M3) projects. The London Street paving project relates to a small section of London Street in front of the future site of the Lyttelton Museum and is scheduled to be delivered later this year.
- 1.3 The Lyttelton Pedestrian Linkages project was developed in order to enable public use of existing private right of ways (ROWS) in the block bounded by Norwich Quay and Oxford, London and Canterbury streets and provide new pedestrian laneways and associated active frontage where possible (Figure 1)

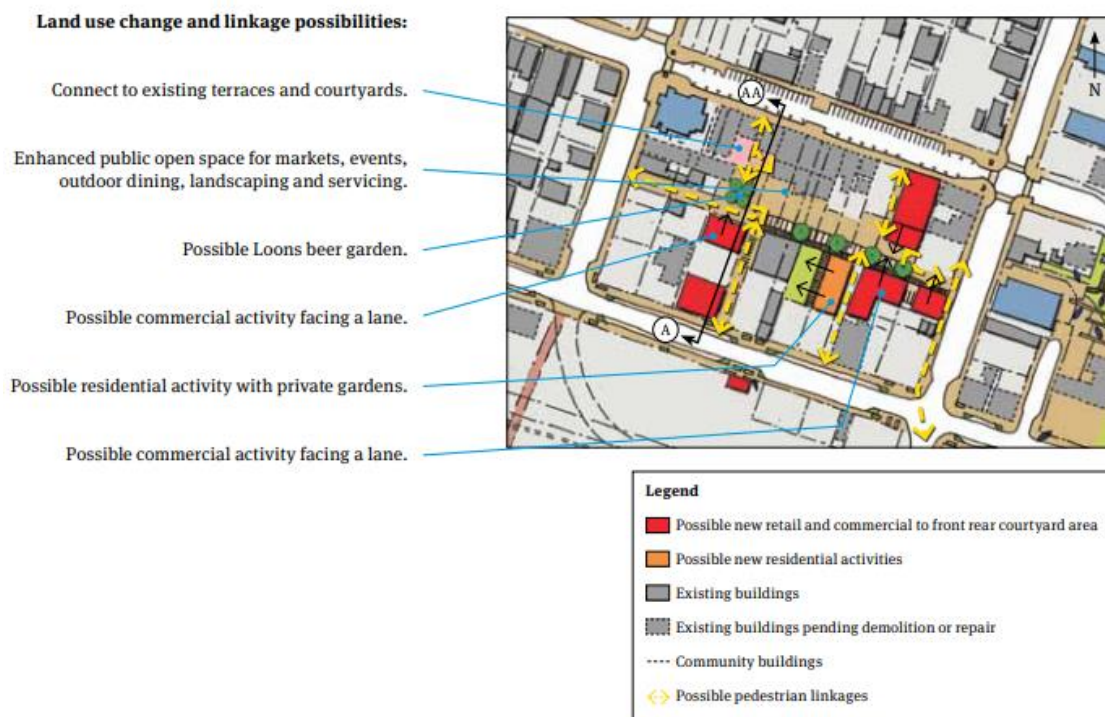


Figure 1: From the Lyttelton Master Plan - Plan of Action M3 Pedestrian Linkages options and opportunities

- 1.4 Following preliminary staff investigations, Action M3 is not considered a viable project due to potential legal complications associated with enabling public use of the existing, private ROWs, and the cost of provision of new public ROWs relative to the funding budgeted.

- 1.5 The funding for the project was provided in the 2018-2028 LTP and included:

| FY18/19 | FY19/20 | FY20/21 | FY21/22 | FY22/23 | FY23/24 | FY24/25 | FY25/26 | FY26/27 | FY27/28 |
|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| 51 | 111 | 148 | 427 | | | | | | |

- 1.6 Staff are looking to reallocate this funding (through staff delegations) to support public toilet upgrades in Lyttelton, recognising current issues with the condition and number of public toilets and future needs associated with the anticipated return of cruise ship passengers to Lyttelton. Early project scoping indicates that the budget would be able to support upgrades to the toilets at the Lyttelton Information Centre on Oxford Street and additional toilets at Albion Square. Staff have communicated the proposed budget allocation with the Parks Asset Management team which is supportive of this project.
- 1.7 The reallocation of these funds is aligned with the Banks Peninsula Community Board Plan 2020-22 priorities for funding in the 2021-31 LTP: bringing public toilets up to an acceptable standard to cater for increasing visitors and mitigate environmental consequences.
- 1.8 Action C4: *New public amenities in the town centre* of the Lyttelton Master Plan would further support this amendment, as it recognises that public toilets are an essential convenience that enhance the town centre and make it more accessible and inclusive. Whilst it is concerned more with the provision of a second, directly accessible public toilet at the western end of London St (achieved with the location of one on Albion Square), it also notes that the Council has to be responsive to a range of current issues to do with public toilet provision. An upgrade of the existing public toilets on Albion Square and/or in the Lyttelton Information Centre in anticipation of returning cruise ship passengers is consistent with this.
- 1.9 The District Plan includes a 'Lyttelton Master Plan Overlay' showing the indicative location of future pedestrian laneways. This overlay supports Action M3 and will remain in the District Plan. This enables Action M3 to remain a live project, potentially deliverable by the private sector. The funding reallocation does not preclude the Council deciding to fund the project again in the future.

2. Officer Recommendations / Ngā Tūtohu

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

1. Receive the information in the Lyttelton Master Plan Update and Project Funding report.

Attachments / Ngā Tāpirihanga

There are no appendices 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 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

| | |
|--------------------|--|
| Authors | Kristine Bouw - Project Manager Janine Sowerby - Senior Planner |
| Approved By | Darren Moses - Manager Capital Delivery Community Carolyn Ingles - Head of Urban Regeneration, Design and Heritage Brendan Anstiss - General Manager Strategy and Transformation |

11. Delegations for Banks Peninsula Community Board Processes

Reference / Te Tohutoro: 20/918808

Report of / Te Pou Liz Carter – Community Board Adviser

Matua: liz.carter@ccc.govt.nz

General Manager / Mary Richardson – General Manager Citizens and Community

Pouwhakarae: mary.richardson@ccc.govt.nz

1. Purpose of the Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Te Pātaka o Rākaihautū/Banks Peninsula Community Board to make delegations to the Board Chairperson and Community Governance Manager to ensure the timely and agile response to submissions, letters of support and changes to the Board Meeting Schedule. This report is staff generated after discussion with the Board.
- 1.2 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.

2. Officer Recommendations / Ngā Tūtohu

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

1. Delegate authority to the Board Chairperson, or in their absence the Deputy Chairperson, to approve final submissions on behalf of the Community Board, subject to the following conditions:
 - The Board having previously agreed to submit on the particular issue and the general intent of the submission.
 - The draft final submission being circulated to Board members at least 2 days prior to final approval.
 - The final submission being reported in the Board's Area Report at the earliest opportunity.
2. Delegate authority to the Board Chairperson, or in their absence the Deputy Chairperson, to approve letters of support on behalf of the Community Board, subject to the following conditions:
 - The draft letter of support being circulated to Board members at least 2 days prior to final approval.
 - A list of letters of support being reported in the Board's Area Report at the earliest opportunity.
3. Delegate to the Community Governance Manager and the Community Board Chairperson the ability to amend the ordinary meeting schedule, as required.

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

- 3.1 Less significant issues such as approving final submissions or letters of support for community groups have previously been approved under the Board's Area Report.

- 3.2 The Area Report has now moved to being solely a report for information, so it is no longer appropriate for the Board to make decisions within that forum.
- 3.3 To avoid delays due to reduced staff capacity and unnecessary costs associated with producing a full decision report, the Board has informally agreed that delegations should be made for decisions relating to some of the more minor issues and ones that are time sensitive.

4. Alternative Options Considered / Ētahi atu Kōwhiringa

- 4.1 The only alternative option considered was to deal with these minor issues by writing reports for the Board to consider and decide on. This was discounted because of the cost and time involved in producing a staff decision report.

5. Detail / Te Whakamahuki

- 5.1 No community consultation has taken place on the recommendations in this report in line with the significance assessment.
- 5.2 Being able to respond promptly to requests from community organisations for letters of support will be an improvement in service to the public.
- 5.3 Being able to amend the Board's Meeting Schedule without requiring a Board resolution will give the ability to make timely responses in situations such as the recent COVID-19 response.
- 5.4 The decision affects the following wards/Community Board areas:
 - 5.4.1 Banks Peninsula Ward

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

Strategic Alignment /Te Rautaki Tīaroaro

- 6.1 This report supports the [Council's Long Term Plan \(2018 - 2028\)](#):
 - 6.1.1 Activity: Governance & Decision Making
 - Level of Service: 4.1.18 Participation in and contribution to Council decision-making - Percentage of respondents who understand how Council makes decisions: At least 41%. Strong sense of community
 - Active participation in civic life
- 6.2 The report supports objectives in the Community Board Plan, particularly:
 - The Board actively engages and communicates with its communities to resolve local issues.

Policy Consistency / Te Whai Kaupapa here

- 6.3 The decision is not relevant to any of Council's Plans and Policies.

Impact on Mana Whenua / Ngā Whai Take Mana Whenua

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

Climate Change Impact Considerations / Ngā Whai Whakaaro mā te Āhuarangi

- 6.5 The decisions in this report do not have a direct correlation to climate change.

Accessibility Considerations / Ngā Whai Whakaaro mā te Hunga Hauā

6.6 This report does not impact on accessibility issues.

7. Resource Implications / Ngā Hīraunga Rauemi

Capex/Opex / Ngā Utu Whakahaere

7.1 Cost to Implement – not applicable

7.2 Maintenance/Ongoing costs – covered by existing operation budgets

7.3 Funding Source – Governance Budgets

Other / He mea anō

7.4 Not applicable.

8. Legal Implications / Ngā Hīraunga ā-Ture

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

8.1 Clause 32 of Schedule 7 of the Local Government Act 2002 provides that community boards may, unless expressly provided otherwise in the Act, or in any other Act, delegate to a committee or other subordinate decision-making body, community board, or member or officer of the local authority any of its responsibilities, duties, or powers, except some specifically listed powers.

Other Legal Implications / Ētahi atu Hīraunga-ā-Ture

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

8.2 This report has not been reviewed and approved by the Legal Services Unit

9. Risk Management Implications / Ngā Hīraunga Tūraru

9.1 If the delegations in this report are not enacted there is a risk that Board submissions will not meet deadline dates, that letters of support will not be available in a timely manner and the Board may have to have extraordinary meetings when its meeting schedule is disrupted.

Attachments / Ngā Tāpirihanga

There are no appendices 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 | Liz Carter - Community Board Advisor |
| Approved By | Penelope Goldstone - Manager Community Governance, Banks Peninsula John Filsell - Head of Community Support, Governance and Partnerships Matthew McLintock - Manager Community Governance Team |

12. Te Pātaka o Rākaihautū/Banks Peninsula Community Board Area Report - September 2020

Reference / Te Tohutoro: 20/868594

Report of / Te Pou Penelope Goldstone, CGM Banks Peninsula,
Matua: Penelope.Goldstone@ccc.govt.nz

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

1. Purpose of Report / Te Pūtake Pūrongo

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

2. Officer Recommendations / Ngā Tūtohu

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

1. Receive the Te Pātaka o Rākaihautū/Banks Peninsula Community Board Area Report for September 2020.

3. Community Support, Governance and Partnership Activity

3.1 Community Governance Projects

| Activity | Detail | Timeline | Strategic Alignment |
|-----------------------|--|--|--|
| Walking Festival 2020 | The Walking Festival is normally held in the September/October school holidays. The Festival planning committee has decided to postpone the Festival until the April 2021 school holidays. | 17 th April to the 2 nd May 2021 | Our communities are strong, connected and foster a sense of belonging. |
| Biketober | Biketober is a month long festival celebration in October 2020 promoting biking related events and encouraging Cantabrians to explore their region by bike. The festival promotes cycling for transportation, recreation, health or wellbeing. This year's theme is 'Our City, Our Health, Our Environment. Local organisers are invited to register their biking event to get involved for the 2020 festival. | 1 st October -31 st October 2020 | Our communities are strong, connected and foster a sense of belonging. |

| Activity | Detail | Timeline | Strategic Alignment |
|-------------------|--|--|---|
| Heritage Festival | Planning is underway for a smaller, simpler festival in 2020 due to the Covid-19 pandemic. | 24 th October - 9 th November 2020 | The cultural, environmental and built heritage of Banks Peninsula is valued and enhanced. |

3.2 Community Funding Summary

3.2.1 Strengthening Communities Fund (2020-21)

At the time of writing, allocations are set to be made for the current year's applications on 17 August. This fund is to support community focused organisations whose projects contribute to the strengthening of community wellbeing in the Christchurch City (including the Banks Peninsula) area.

The applications were assessed according to their alignment with the Council's Strategic Framework, its strategies, the goals as defined by the vision statements in the Te Pātaka o Rākaihautū/Banks Peninsula Community Board Community Board Plan 2020-2022; and community funding criteria, outcomes and priorities.

Twenty five applications were presented with detailed information for a Board decision. Three applications were recommended for multi-year funding.

3.2.2 Discretionary Response Fund (2020-21)

Lodged applications are being assessed for Board consideration.

Board projects to take place within the current year have been allocated funding from this pool.

3.2.3 Summer with your Neighbours

This project was formerly called Neighbourhood Week, but this name change reflects the extension in time frame for local community events to take place, from Friday 23 October to the end of March 2021. Applications for funding opened 1 August and are to close 6 September.

3.3 Participation in and Contribution to Decision Making

3.3.1 Report back on other Activities contributing to Community Board Plan

- The Board adopted its Community Board Plan at its meeting on 20 July. A six-monthly update will be provided in December, with a Board workshop held prior to that.
- The Chairperson and Deputy Chairperson will present the Community Board's Board Plan to Councillors at a Long Term Plan Briefing on 15 September.
- The presentation will include an overview of why the outcomes sought in the Board Plan are important to the community and identification of where significant outcomes in the Board's Plan are not reflected in proposed levels of service.

3.3.2 Capital Delivery Community Unit Update

- Project: **Akaroa Wharf Renewal**
Project Phase: Plan / Investigation and Scheme Design

The renewal of the Akaroa Wharf considers the replacement of the existing wharf and requires careful consideration of functional requirements, heritage and community inputs.

A Multi Criteria Analysis (MCA) and Engineering Options report has been developed to support decision making and consultation. The MCA includes a thorough review of issues and opportunities associated with the location and materials for the new wharf and is supported by high-level budget estimates for each option.

Following reports to the Community Board, Executive Leadership Team (ELT) and Council, public consultation is planned for September / October 2020.

Repair works to the wharf are now complete.
- Project: **Allandale Domain Renewal**
Project Phase: Close / Defects Liability

This work was completed in early June.
- Project: **Awa-iti Domain Tennis Courts Renewal**
Project Phase: Execute / Defects Liability

Physical works completed early March 2020, with a public opening Sunday 15 March 2020.
- Project: **Cass Bay Playground Toilet Renewal**
Project Phase: Close / Defects Liability

Site works are complete, final claim in June. A request for additional has been made.
- Project: **Cressy Terrace Tennis Courts**
Project Phase: Execute / Detailed Design

The earthquake caused damage to the tennis courts causing cracks and uneven areas on the court surface.. This project is currently in the Detailed Design Stage and is planned for completion mid December 2020.
- Project: **Delivery Package Community Parks Buildings Renewals**
Project Phase: Close / Defects Liability

Construction work for the Stoddart's Point toilet block was completed in June 2020.
- Project: **Delivery Package Community Parks Development**
Project Phase: Execute / Construction

A delivery package is underway to install signage and assets to multiple community parks. Key items for FY20 completed. The installation of big belly rubbish bins in Banks Peninsula were also completed this financial year. Overall the delivery package is tracking well and to budget.
- Project: **Delivery package for Memorials**
Project Phase: Execute / Construction

This is a delivery package of five heritage assets requiring earthquake repairs or restoration. Restoration of the Akaroa whaling Try Pots is about to commence.

- Project: **Delivery Package Marine Seawall Renewals**
Project Phase: Execute / Procurement

To renewal seawalls around Banks Peninsula and coastal areas. Some walls will require input from other Council asset Units and New Zealand Transport Agency (NZTA).

Financial year 2021 work is:

Akaroa township seawall repairs between the wharf and fire station - in Board reporting and consent phase

Akaroa boat park seawall repairs - in procurement and consent phase
- Project: **Delivery Package Marine Structures Renewals**
Project Phase: Execute / Construction

This programme of work is for the renewal of marine structures around Banks Peninsula which includes wharfs (excludes Akaroa wharf), jetties, slipways and boat ramps.
- Project: **Delivery Package Monuments and Artworks Renewals**
Project Phase: Execute / Construction

A delivery package (FY19-29) is underway to conserve multiple artworks and monuments. The Britomart Canon restoration will commence in August once the scope for repair has been finalised. Planning has commenced on the restoration of the Britomart memorial. Overall the delivery package is tracking well and to budget.
- Project: **Diamond Harbour Wharf**
Project Phase: Plan / Investigation and Scheme Design

A structural assessment of the existing wharf has been completed as part of investigations for a potential installation of a floating pontoon to improve accessibility for ferry passengers. A conservation report has also been prepared which indicates the wharf was reconstructed in 1915. A written update will be provided to the Community Board in late August.
- Project: **Garden of Tane Renewals**
Project Phase: Execute / Construction

Capital works to be undertaken in line with the reserve management plan and through consultation with the Reserve Management Committee. For financial year FY20 work is planned on drainage, trees and planting.
- Project: **Head to Head Governors Bay to Allandale Seawall Renewal**
Project Phase: Plan / Investigation and Scheme Design

Staff are currently investigating options and working on designs for various sections of the sea wall between Allandale and Governors Bay.

Works to be staged over the 3 Financial Years where budget has been allocated. This will be reported to the Community Board to determine the appropriate next steps.

Delays due to the uncertainty around access along the foreshore for trucks delivering rocks due to slumping issues on Jetty Road. Considering options for this at the moment

- Project: **Head to Head Walkway**
Project Phase: Execute / Construction

This project is to provide/construct a walkway around Lyttelton Harbour from Godley Head to Adderley Head.

Consultation on the route between Orton Bradley Park and Charteris Bay was undertaken during February/March 2019, the Community Board have approved one section of the route between the Charteris Bay Yacht Club and Paradise Beach. Staff are working closely with the local residents to determine the best route option between Orton Bradley Park and Paradise Beach. Staff are also working on sections of track upgrades, signage and route options for the rest of the Head to Head route.

This will be reported via the Head to Head Working Party and the Community Board in due course.
- Project: **Little River Coronation Library**
Project Phase: Concept / Investigation and Scheme Design

The Project is now off hold and investigations are underway
- Project: **Little River Play and Recreation Development**
Project Phase: Execute / Investigation and Scheme Design

Staff are working with the Little River Wairewa Community Trust group to develop their vision for the space. The project team will brief the Community Board in November 2020 to discuss the concept plan prior to consultation with the community. Funding/timing for the construction to be confirmed in the Long Term Plan.
- Project: **London Street Paving - Lyttelton (M4)**
Project Phase: Plan / Detailed Design

A project to complete paving to the front of the Lyttelton Museum site has been initiated.
- Project: **Naval Point Development Plan**
Project Phase: Plan / Investigation and Scheme Design

The development of a preferred and refined option is underway with the design team meeting regularly with stakeholders and user groups in completing the layout. Staff have also been meeting with and receiving urban design and transportation advice in order to support pedestrian access to and from the site. The key elements to be confirmed include the future of the Magazine Bay Marina, the location of a haul out yard and the final positioning of the Marine Rescue Centre Trust. Consultation is expected to start in October / November 2020.

The tender for the removal of the remnant pontoons has been awarded and work including the removal of pontoons, a general site tidy-up with soil and grass laid is expected to be completed in August.
- Project: **Okains Bay Campground Pavilion Earthquake Repair**
Project Phase: Execute / Detailed Design

Planning for the refurbishment of the pavilion is progressing well.

- Project: **Okains Bay Renewal**
Project Phase: Execute / Construction

Okains Bay Reserve - renewal of playground safety surfacing, landscaping, and furniture replacement. FY21 work is for a community planting and sand dune protection
- Project: **Port Levy Toilet Block Renewal**
Project Phase: Plan / Investigation and Scheme Design

Project to upgrade the toilet facilities in Port Levy (including landscaping)

Staff are currently investigating options and have had some initial discussions with the local Runanga which need to be resolved. These will be reported to the Community Board in due course to determine appropriate next steps.

Derelict bach on Council land demolished October 2019.
- Project: **Purau foreshore and reserves project**
Project Phase: Plan / Investigation and Scheme Design

Funding for this project is set for FY28 due to draft Annual Plan amendments
- Project: **Robinsons Bay Reserve Renewals**
Project Phase: Execute / Construction

Project is for the development of Robinsons Bay Reserve and repairs on the wharf. The Reserve Committee and Parks Unit are working on the last information panels to be installed in the reserve.
- Project: **Signal Box - Norwich Quay**
Project Phase: Execute / Construction

Repairs to the retaining wall are now complete.
- Project: **Stanley Park Renewal**
Project Phase: Execute / Construction

This project is an ongoing project that involves the completion of works detailed in the Management Plan. FY21 work is for the installation of the pedestrian crossing at the main park entranceway.

3.3.2 Banks Peninsula Parks Unit Update

Local Parks Update

- Winter has seen us continuing with general maintenance of the Community Parks and has also allowed us time to move forward on a few projects such as track maintenance and planting in Akaroa and Diamond Harbour.

Sports Parks Update

- As winter sport comes to a close we will be doing the final line marking of the rugby fields that are still in use before we get the sport fields ready for summer sport. Namely cricket, where we will start to reduce the height of the grass in preparation for the October start date so there is minimal grass clippings left on top.

Community Park Maintenance Schedule

| Activity | Frequency per month |
|----------------------------------|----------------------------|
| Ornamental mowing | 4 |
| Amenity mowing | 3 |
| Ornamental garden maintenance | 2 |
| Summer sport field mowing | 4 |
| Summer sport line marking | 1 |
| Chemical weed control | 1 |
| Bin Emptying | As required |
| Play and Fitness Equipment Check | 1 |
| Drinking Fountain Clean | 5 |

Britomart Memorial Track – resurface uneven ground with aggregate from local supply.



Akaroa Rec Ground – reinstated the garden beds outside the toilet block to reduce the water pooling after rain.

Before:



After:



3.3.3 Graffiti Update

Attached (Attachment A) is the July Graffiti Snapshot.

3.3.4 Council Engagement and Consultation.

The following is a link to the *Have Your Say* section of the Council website which lists all the current consultations, including options for Akaroa Treated Wastewater which opened on 20 July 2020 and closes on 23 August 2020:

<https://ccc.govt.nz/the-council/consultations-and-submissions/haveyoursay/>

4. Advice Provided to the Community Board

- 4.1 Urumau Reserve – Tree Removal** – at its meeting on 6 July 2020 the Board requested *“that staff urgently provide information to the Board on what steps are being taken in regard to the unauthorised tree removal in the Urumau Reserve”*.

Parks staff have replied saying they were informed at the Lyttelton Reserve Management Committee (RMC) meeting that trees had been cut. The RMC didn't inform staff at the time the activity was taking place so there is no way of determining who cut the trees or why they were cut. Nothing further can be determined. Staff have advised the RMC to let them know immediately of any such issues occurring and also if they find out who did do the cutting, staff can follow up.

- 4.2 Broadband Connectivity** – at its informal meeting on 15th April, 2020, the Board discussed the need to fast track improvements to Broadband connectivity on the Banks Peninsula. The Board agreed to write a letter to the Minister of Broadcasting, Communications & Digital Media as a starting point for discussion.

The **attached** (Attachment B) letter was sent from the Board to the Minister and the **attached** (Attachment C) letter was received from the Minister in response.

- 4.3 Recycling and Waste from Freedom Camping** – at its meeting on 17th February 2020, the Board referred issues regarding the disposal of recycling at the Birdlings Flat Waste Facility to staff for comment. The following response has been received:

There are recycling and rubbish drop off areas available for residents to drop off their household quantities, including Birdlings Flat.

These can be found on our website: - <https://ccc.govt.nz/services/rubbish-and-recycling/ecodrops/>

Below is the Birdlings Flat Transfer Station information

Birdlings Flat Transfer Station

Accepts green waste: yes

Accepts recycling: yes

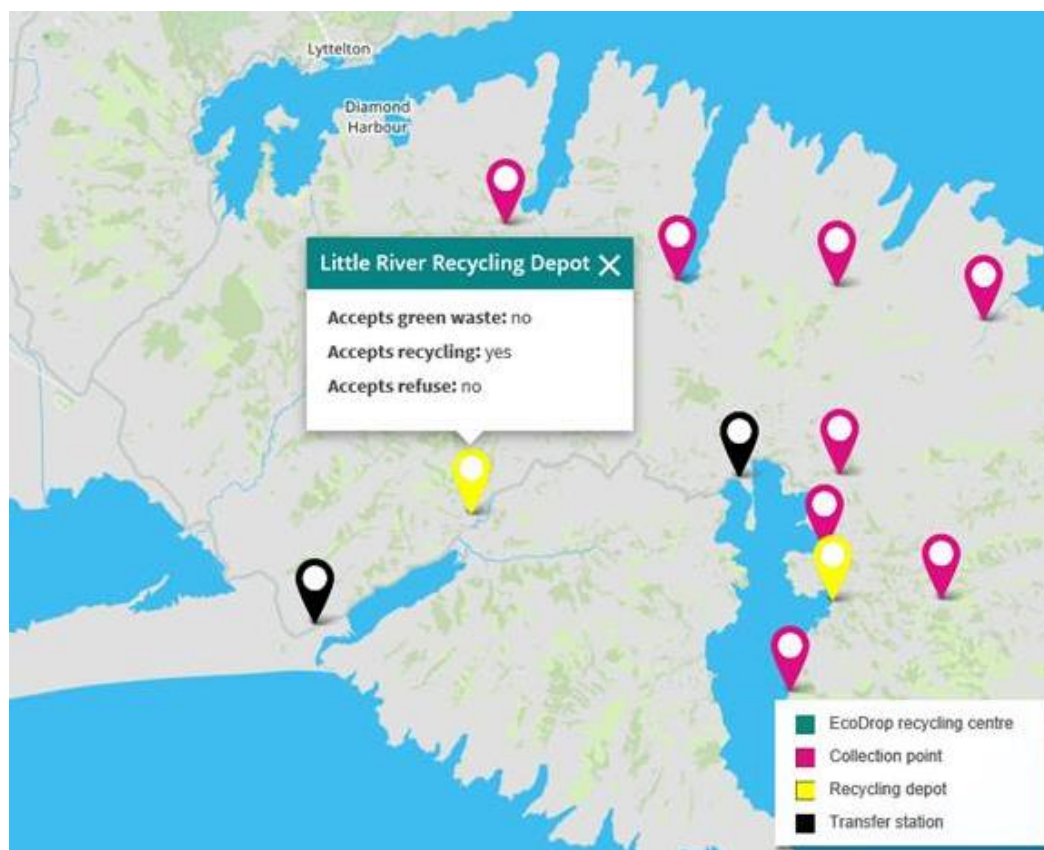
Accepts refuse: yes

Address: 3382 Christchurch-Akaroa Road Birdling's Flat, Banks Peninsula.

Opening hours: Saturday: 9am to midday.

Closed on: Good Friday, ANZAC Day, Christmas Day, Boxing Day and New Year's Day.

There are recycling skips behind the township of Little River near the cycle trail track.



These services link into the rates and only relate to household quantities.

If commercial properties have more than a 'household quantity' they need to investigate into a private contractor (this also applies to Christchurch businesses).

4.4 Banks Peninsula Water Management Zone Committee

The unconfirmed minutes of the Banks Peninsula Water Management Zone Committee meeting held on Tuesday 21 July 2020 have been circulated to the Board. The Minutes can be viewed at the following web link:

https://christchurch.infocouncil.biz/RedirectToDoc.aspx?URL=Open/2020/07/BPZC_20200721_MIN_4855_AT.PDF

Attachments

| No. | Title | Page |
|---------------------|---|------|
| A ↓ | Graffiti Snapshot July 2020 | 79 |
| B ↓ | Banks Peninsula Community Board Letter to Ministers Broadband Connectivity May 2020 | 81 |
| C ↓ | Banks Peninsula Community Board Response from Minister Broadband Connectivity July 2020 | 83 |

Signatories / Ngā Kaiwaitohu

| | |
|--------------------|---|
| Authors | Linda Burkes - Support Officer Philipa Hay - Community Development Advisor Andrea Wild - Community Development Advisor Trisha Ventom - Community Recreation Advisor Liz Carter - Community Board Advisor Jane Harrison - Community Development Advisor Robin Arnold - Community Development Advisor |
| Approved By | Penelope Goldstone - Manager Community Governance, Banks Peninsula Matthew McLintock - Manager Community Governance Team John Filsell - Head of Community Support, Governance and Partnerships |

GRAFFITI SNAPSHOT

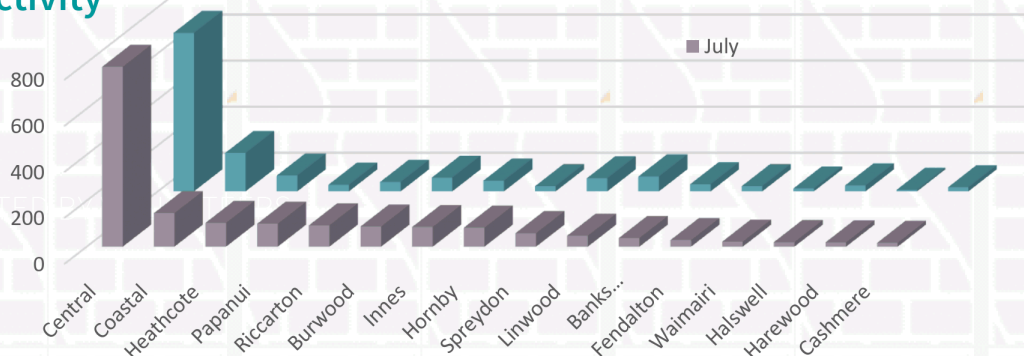
JULY 2020

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 Activity



Top 5 Reporting Suburbs

(Compared to previous month)

Central City
Sydenham
St Albans
Linwood
New Brighton



Hot Spots

(Most Reported Location)

Colombo St
Barbadoes St
Moorhouse Ave

Volunteer Activity

(Reports made by Graffiti Programme Volunteers)

721 Reports
20 Active Volunteers

45%

Top Reporter

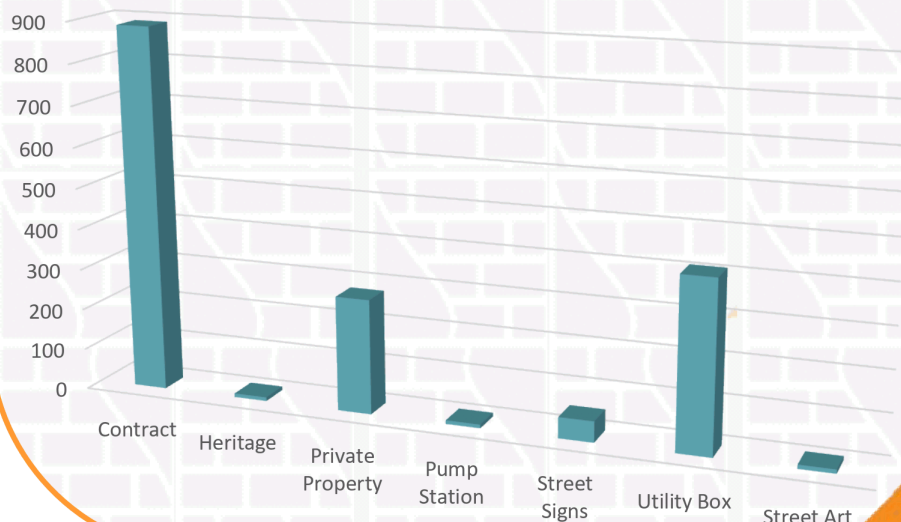
Peter (Spreydon Ward) (440)

Most reported TAG

Unable to report due to insufficient information from contractor

Asset Type

(Reporting by asset)

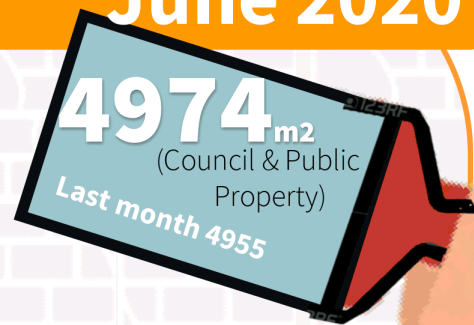


GRAFFITI SNAPSHOT

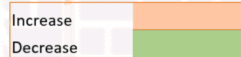
June 2020

REMOVAL

This is an indication (compared to the previous month) of how much graffiti has been removed.



Ward Removal



| Ward | June | July |
|-----------------|-------|-------|
| Banks Peninsula | 109 | 49 |
| Burwood | 168 | 291 |
| Cashmere | 28 | 15 |
| Central | 1,866 | 1,954 |
| Coastal | 841 | 521 |
| Fendalton | 182 | 55 |
| Halswell | 277 | 97 |
| Harewood | 95 | 83 |

| | | |
|-----------|-----|-----|
| Heathcote | 331 | 213 |
| Hornby | 128 | 129 |
| Innes | 238 | 407 |
| Linwood | 303 | 196 |
| Papanui | 229 | 523 |
| Riccarton | 74 | 118 |
| Spreydon | 159 | 211 |
| Waimairi | 28 | 4 |

Hot Spots (By area removed)

Colombo St
Tuam St
Papanui Domain



Volunteer Removal Activity



RECENT NEWS

From the Police

| | |
|------------------|---|
| June/July: | |
| Formal warnings | 4 |
| Court Action | 2 |
| Non Court Action | 2 |

New Murals

On my Mind – Artist: Bulky Savage at Riverside Market





03 941 5682

25 Winchester Street
Lyttelton 8082

PO Box 73027
Christchurch 8154

ccc.govt.nz

12 May 2020

Honorable Kris Faafoi, MP
Minister of Broadcasting, Communications and Digital Media
Minister of Digital Services
k.faafoi@ministers.govt.nz

Honourable Shane Jones, MP
Minister of Infrastructure
Minister of Regional Economic Development
s.jones@ministers.govt.nz

Dear Ministers Faafoi and Jones

The Banks Peninsula Community Board's statutory role is, "to represent, and act as an advocate for, the interests of its community" (Local Government Act 2002, section 52). The Board writes this letter in its capacity as a representative of the communities around Banks Peninsula.

The Board appreciates the Government's commitment to improving broadband connectivity for New Zealanders. However, some settlements on Banks Peninsula do not have access to mobile networks and rely on landlines and slow or non-existent internet service to stay connected. This is unacceptable for communities within greater Christchurch, the second largest city in New Zealand.

It is critical that our communities have access to the broadband infrastructure required to stay reliably connected with each other and key services, particularly while many continue to need broadband for work, remote learning and socialising during the COVID-19 pandemic.

As the Peninsula also periodically becomes isolated during other types of emergencies such as earthquakes and floods, there is a pressing and ongoing need to improve broadband for our communities.

The Board would like fibre broadband to be extended to the following priority communities, which are the most populous settlements on the Peninsula with no planned fibre. This shovel ready initiative would inject jobs into the local economy, aiding recovery from COVID-19.

- Lyttelton West to Charteris Bay (including Lyttelton West, Corsair Bay, Cass Bay, Rapaki, Governors Bay, Allandale, Teddington and Charteris Bay)
- Okains Bay (currently no internet connectivity)
- Pigeon Bay
- Le Bons Bay
- Birdlings Flat



We appreciate the Government's commitment to improving communications. Extending fibre broadband to additional communities on Banks Peninsula would support social and economic recovery from COVID-19 and improve long-term wellbeing.

If you have any questions please do not hesitate to contact me. The Board looks forward to your reply.

Yours faithfully,



Tori Peden
Chairperson, Banks Peninsula Community Board
Christchurch City Council

Cc: Honorable Amy Adams, MP for Selwyn

Hon Kris Faafoi

MP for Mana

Minister of Broadcasting, Communications
and Digital Media

Minister for Government Digital Services

Minister of Commerce and Consumer Affairs

Associate Minister of Housing (Public Housing)



23 JUL 2020

BCDM1920-382

Tori Peden
Chairperson, Banks Peninsula Community Board
Christchurch City Council
PO Box 73027
Christchurch 8154

Dear Tori,

Thank you for your letter of 12 May 2020 on behalf of your community to Hon Shane Jones and myself, concerning the availability of broadband to Banks Peninsula communities. As the issues that you raise fall within my portfolio responsibilities as the Minister of Broadcasting, Communications and Digital Media, I am responding to your request.

I note the desire of the Council to have fibre connectivity extended to the area. Unfortunately, deploying fibre infrastructure is not cost-effective given the sparsely populated terrain of this essentially rural area. However, the Rural Broadband Initiative (RBI) is making broadband service available to non-urban communities, such as those on Banks Peninsula.

When RBI phase two is completed in 2023, broadband service will be available to most communities on the peninsula, including Lyttelton West, Governors Bay, Okains Bay, Le Bons Bay and Pigeon Bay. Because of the population density, broadband services are being delivered through a combination of cellular and wireless internet service provider network technologies. Based on these network deployments, it is estimated that once the programme has been completed, approximately 98 percent of people living on the peninsula will have broadband available to them.

Beyond current government programmes, I have asked my officials to explore how current and future connectivity gaps can be addressed, while ensuring that our digital infrastructure is future-proofed to keep up with technological change.

Yours sincerely,



Hon Kris Faafoi
Minister of Broadcasting, Communications and Digital Media

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.