



Te Pātaka o Rākaihautū Banks Peninsula Community Board AGENDA

Notice of Meeting:

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

Date: Monday 8 April 2024
Time: 10 am
Venue: Akaroa Boardroom, 78 Rue Lavaud Akaroa

Membership

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

2 April 2024

Principal Advisor

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

Liz Beaven
Community Board Advisor
941 6601
liz.beaven@ccc.govt.nz
www.ccc.govt.nz

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

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

To view copies of Agendas and Minutes, go to:

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



What is important to us?

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

Our focus this Council term 2022–2025

Strategic Priorities



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



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



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

Adopted by the Council on 5 April 2023



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



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



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

Our goals for this Long Term Plan 2024–2034

Draft Community Outcomes



Collaborative and confident

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



Green and liveable

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

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



A cultural powerhouse

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



Thriving and prosperous

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

Our intergenerational vision

A place of opportunity for all.

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



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

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

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Karakia Whakamutunga

Karakia Tīmatanga

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

At the close of the agenda no apologies had been received.

2. Declarations of Interest Ngā Whakapuaki Aronga

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

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

That the minutes of Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on [Monday, 11 March 2024](#) be confirmed (refer page 5).

4. Public Forum Te Huinga Whānui

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

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

5. Deputations by Appointment Ngā Huinga Whakaritenga

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

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

6. Presentation of Petitions Ngā Pākikitanga

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



Te Pātaka o Rākaihautū
Banks Peninsula Community Board
OPEN MINUTES

Date: Monday 11 March 2024
Time: 10 am
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

Present

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

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

Karakia Tīmatanga

The Board observed a moment of silence acknowledging the recent passing of Charles Crofts, kaumatua of Te Rūnanga o Kōkourarata.

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Part C

There were no apologies.

2. Declarations by Member Te Ki Taurangi

Part B

Jillian Frater completed her oral and written declaration in the presence of Lyn Leslie, Chairperson Te Pātaka o Rākaihautū Banks Peninsula Community Board and John Filsell, Head of Community Support and Partnerships.

The meeting adjourned at 10.13am and reconvened at 10.21am.

3. Declarations of Interest Ngā Whakapuaki Aronga

Part B

There were no declarations of interest recorded.

4. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

Part C

Community Board Resolved BKCB/2024/00009

That the minutes of Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on Monday, 12 February 2024 be confirmed.

Tyrone Fields/Nigel Harrison

Carried

5. Public Forum Te Huinga Whānui

Part B

5.1 Lyttelton Energy Transition Society

Thomas Kulpe spoke on behalf of the Lyttelton Energy Transition Society (LETS) to introduce LETS, a new local not-for-profit organisation in Lyttelton, to the Board.

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

Attachments

- A Item 5 - Public Forum Lyttelton Energy Transition Society - Banks Peninsula Community Board
Monday 11 March 2024

6. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

There were no deputations by appointment.

7. Presentation of Petitions Ngā Pākikitanga

Part B

There was no presentation of petitions.

8. Reserve Committee Meeting Minutes

Community Board Comment

The Board discussed the matter of Reserve Committees allocating annual/permanent camping sites at the Pigeon Bay and Duvauchelle camping grounds noting that the allocation of permanent sites is not permissible within the Camping Ground Regulations.

Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Committees:
 - a. Cass Bay Reserve Committee – Unconfirmed Minutes – 1 February 2024.
 - b. Lyttelton Recreation Ground Reserve Committee – Unconfirmed Minutes – 20 November 2023.
 - c. Pigeon Bay Reserve Committee – Unconfirmed Minutes – 22 January 2024.
 - d. Robinsons Bay Reserve Committee – Unconfirmed Minutes – 11 February 2024.
 - e. Duvauchelle Reserve Committee – Unconfirmed Minutes – 15 January 2024.
 - f. Pigeon Bay Reserve Committee – Unconfirmed Minutes – 19 February 2024.
2. Approve the following co-option to the Robinsons Bay Reserve Committee:
 - a. Ross Blanks.
3. Note the following items within the Reserve Committee minutes:
 - a. The resignation of Pam Richardson from the Pigeon Bay Reserve Committee.
 - b. The resignation of Liz and Brian Bain from the Robinsons Bay Reserve Committee.

Community Board Resolved BKCB/2024/00010

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the minutes of the following Reserve Committees:
 - a. Cass Bay Reserve Committee – Unconfirmed Minutes – 1 February 2024.
 - b. Lyttelton Recreation Ground Reserve Committee – Unconfirmed Minutes – 20 November 2023.

- c. Pigeon Bay Reserve Committee – Unconfirmed Minutes – 22 January 2024.
- d. Robinsons Bay Reserve Committee – Unconfirmed Minutes – 11 February 2024.
- e. Duvauchelle Reserve Committee – Unconfirmed Minutes – 15 January 2024.
- f. Pigeon Bay Reserve Committee – Unconfirmed Minutes – 19 February 2024.
2. Approves the following co-option to the Robinsons Bay Reserve Committee:
 - a. Ross Blanks.
3. Notes the following items within the Reserve Committee minutes:
 - a. The resignation of Pam Richardson from the Pigeon Bay Reserve Committee.
 - b. The resignation of Liz & Brian Bain from the Robinsons Bay Reserve Committee.
4. Requests staff to investigate options for reducing permanent camping sites at Pigeon Bay and Duvauchelle camping grounds and report to the Board.

Luana Swindells/Asif Hussain

Carried

5. Public Forum Continued Te Huinga Whānui

5.2 Naval Point - Te Nukutai o Tapoa - Public Boat Ramp Closures

Sabrina Saunders, representing the Naval Point Club, spoke to the Board about the perceived lack of timely communication to the public about the public boat ramp closures at Naval Point and the lack of understanding residents have about closures of ramps, roads and the Lyttelton Tunnel during SailGP.

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

9. Akaroa Museum Advisory Committee Meeting Minutes

Community Board Resolved BKCB/2024/00011 -Officer recommendation accepted without change

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the following minutes of the Akaroa Museum Advisory Committee:
 - a. Unconfirmed Meeting Minutes - 21 February 2024.
 - b. Meeting Minute Attachments – 21 February 2024 .

Nigel Harrison/Asif Hussain

Carried

10. Report of the Electoral Officer - Lyttelton Subdivision Community Board By-election - 17 February 2024

Community Board Resolved BKCB/2024/00012 - Officer recommendation accepted without change

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Report of the Electoral Officer.

Lyn Leslie/Tyrone Fields

Carried

11. BP Meats Site 67 & 67A Rue Lavaud Akaroa - Future Use

Community Board Resolved BKCB/2024/00013- Officer recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives this report.
2. Supports staff initiating the proposed process, with key stages including:
 - Obtaining updated technical analysis for the site and updating Section D of the '2011 Akaroa Places and Spaces Plan'.
 - Preparing a consultation and engagement plan alongside Community Governance and Communications and Engagement staff.
 - Undertaking targeted and on-going engagement with Ōnuku Rūnanga, acknowledging their proposal for the site and noting the cultural importance of the area.
 - Developing site requirements/principles for refining the various site options to be consulted on.
 - Presenting the site options and engagement plan to the Community Board for a decision to consult.
 - Undertaking public consultation and reporting back to the Community Board regarding the consultation findings and next steps.

3. Maintains the status quo holding strategy until staff report back on options for future use.

Nigel Harrison/Asif Hussain

Carried

14. Te Pātaka o Rākaihautū Banks Peninsula Community Board Representation on External Organisations and Funding Delegation Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Review appointments to external organisations considering the new Lyttelton member.
2. Appoint a member of the Community Board, or other person, to the following body, as the Christchurch City Council's representative on that body:
 - Lyttelton Historical Museum Society Incorporated.
3. Appoints a representative on the following body:
 - Lyttelton Port Liaison Committee.
4. Appoints a liaison person to the following subordinate decision-making bodies and outside organisations:

Reserve Committees

- Lyttelton Reserves Committee.

Residents' Associations

- Lyttelton Community Association.

Community Organisations

- Grubb Cottage Trust.
- Lyttelton Business Association.
- Project Lyttelton Inc

5. Revokes previous delegations for Youth Development Fund Decision Making.
6. Delegates a Board member to approve Te Pātaka o Rākaihautū Banks Peninsula Community Board Youth Development Fund grants during the remaining 2022-2025 Board Term.

Community Board Resolved BKCB/2024/00014

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Reviews appointments to external organisations considering the new Lyttelton member.
2. Appoints the following member of the Community Board, to the following body, as the Christchurch City Council's representative on that body:
 - Lyttelton Historical Museum Society Incorporate – Jillian Frater.
3. Appoints the following a member of the Community Board as a representative on the following body:
 - Lyttelton Port Liaison Committee – Jillian Frater.
4. Appoints the following members of the Community Board as a liaison person to the following subordinate decision-making bodies and outside organisations:

Reserve Committees

- Lyttelton Reserves Committee – Jillian Frater.

Residents' Associations

- Lyttelton Community Association - Cathy Lum-Webb.

Community Organisations

- Grubb Cottage Trust – Jillian Frater.

- Lyttelton Harbour Business Association - Tyrone Fields.
 - Project Lyttelton Inc – Cathy Lum-Webb.
5. Revokes previous delegations for Youth Development Fund Decision Making.
 6. Delegates to the Community Board Chairperson and Luana Swindells to approve Te Pātaka o Rākaihautū Banks Peninsula Community Board Youth Development Fund grants during the remaining 2022-2025 Board Term.

Tyrone Fields/Cathy Lum-Webb

Carried

12. 63 Lukes Road, Little Akaloa - Proposed Road Name

Community Board Resolved BKCB/2024/00015 - Officer recommendation accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves the following new road name for 63 Lukes Road (RMA/2023/813).
 - a. Lane 1 - Ara Tamāhine Ātaahua.

Tyrone Fields/Asif Hussain

Carried

13. Akaroa Design Review Panel Appointment

Community Board Resolved BKCB/2024/00016 - Officer recommendation accepted without change.

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Appoints Rodney Laredo as the Akaroa Civic Trust representative for the Akaroa Design Review Panel for the remainder of the 2022-25 term.

Tyrone Fields/Nigel Harrison

Carried

17. Resolution to Include Supplementary Report

Community Board Resolved BKCB/2024/00017 Officer recommendation accepted without change.

That the report be received and considered at Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting on Monday, 11 March 2024.

Open Items

18. Lyttelton Harbour Business Association Discretionary Response Request

Tyrone Fields/Luana Swindells

Carried

18. Lyttelton Harbour Business Association Discretionary Response Request

Community Board Resolved BKCB/2024/00018 - Officer recommendation accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Approves a grant of \$2,541 from its 2023/2024 Discretionary Response Fund to The Lyttelton Harbour Business Association towards event costs to host a viewing area in Albion Square during SailGP.

Tyrone Fields/Asif Hussain

Carried

15. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - March 2024

Community Board Resolved BKCB/2024/00019 -Officer recommendation accepted without change

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report for March 2024.

Luana Swindells/Asif Hussain

Carried

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

Part B

Members exchanged information on the following topics

- The Board were advised that the residents' SailGP access passes had started to be distributed to Lyttelton residents. The Board discussed aspects of the upcoming SailGP event including involving local talent for displays during the events, the communication to the community of traffic management, the need for more than one pass per residence, and the Marine Mammal Plan (that has not yet been finalised).
- Lyttelton Emergency Hub is currently having community conversations to formulate the hub's way forward.
- The Cass Bay residents recently held a successful community beach picnic.
- The Board were advised that there is a shared kai table outside of 40 Winchester Street, which is available to the community.
- Over the past weekend there was a Lyttelton litter drive, with the help of Port Noise event. Approximately 60kg of waste was collected.

- The Board were advised that some Lyttelton residents have been in contact with Board members wanting a dog park in Lyttelton.
- It was noted that the five year anniversary of 15 March Christchurch Mosque shootings is approaching.
- The Board discussed the matter of fire mitigation which is in the forefront of the community's mind post Port Hills Fire 2024. The Board acknowledged the work of the firefighters who spent over 200 hours over three days fighting the recent Port Hills fire. The Board were reminded that it is a Board priority in the Community Board plan about water storage for firefighting.
- A Board member attended the recent opening of the Christchurch Multicultural Centre (at the former Hagley netball courts).
- A Board member advised that they have received community emails regarding port noise in Lyttelton.
- The Board were advised that the "Art on the Fence" in Birdlings Flat was recently opened.
- The Little River toilets upgrade project has begun. The first phase is to install a larger water tank.
- The Coronation Library in Little River project upgrade can now commence as the resource and building consents have been approved.
- The Board were advised that the Giant Pumpkin Festival in Little River will be held on 7 April 2024.
- Some Board members recently attended the Okains Bay Health Muster that have agencies such as Police, and Akaroa Health Centre to advise the community of the resources that are available in many area including mental health. Some attendees come from Ashburton to attend. It is planned to have more sessions around Banks Peninsula.
- The Banks Peninsula Member of Parliament recently held a meeting on filling the fibre broadband gaps around the Lyttelton Harbour basin.
- A ceremony was held on the 10 year anniversary of the opening of the Akaroa Marine Reserve.
- The Council's Draft Long Term Plan 2025-2035 will be adopted by the Council shortly.
- The Board discussed the inclusion of fire management in the Reserve Committee Triennial Plans.
- The Board were advised of the recent collaboration between Ōnuku Rūnanga and community that took place to hold a recent Takapūneke celebration.
- It was noted that there is increased traffic around the Lyttelton Harbour basin, however there is no visible police monitoring.

Karakia Whakamutunga

Meeting concluded at 12.01pm.

CONFIRMED THIS 8th DAY OF APRIL 2024

LYN LESLIE
CHAIRPERSON

Unconfirmed



7. Reserve Committee Meeting Minutes

Reference / Te Tohutoro: 24/316181

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

Senior Manager / Mary Richardson, Interim Chief Executive
Pouwhakarae:

1. Purpose of Report Te Pūtake Pūrongo

Unconfirmed Reserve Committee Minutes have been received from:

Minutes Received	Date
Awa-iti Reserve Committee – Unconfirmed Minutes	21 February 2024
Okains Bay Reserve Committee – Unconfirmed Minutes	21 February 2024
Lyttelton Recreation Ground Reserve Committee – Unconfirmed Minutes	19 February 2024
Lyttelton Reserves Committee – Unconfirmed Minutes	4 March 2024
Duvauchelle Reserve Committee – Unconfirmed Minutes	19 February 2024
Cass Bay Reserve Committee – Unconfirmed Minutes	6 March 2024

2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Committees:
 - a. Awa-iti Reserve Committee – Unconfirmed Minutes – 21 February 2024
 - b. Okains Bay Reserve Committee – Unconfirmed Minutes – 21 February 2024
 - c. Lyttelton Recreation Ground Reserve Committee – Unconfirmed Minutes – 19 February 2024
 - d. Lyttelton Reserves Committee – Unconfirmed Minutes – 4 March 2024
 - e. Duvauchelle Reserve Committee – Unconfirmed Minutes – 19 February 2024
 - f. Cass Bay Reserve Committee – Unconfirmed Minutes – 6 March 2024

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Awa-iti Reserve Committee Unconfirmed 21 February 2024 Meeting Minutes	24/316672	17
B  	Okains Bay Reserve Committee Unconfirmed 21 February 2024 Meeting Minutes	24/316674	19
C  	Lyttelton Recreation Ground Reserve Committee Unconfirmed 19 February 2024 Minutes	24/344981	22
D  	Lyttelton Reserves Committee Unconfirmed 4 March 2024 Meeting Minutes	24/418171	25
E  	Duvauchelle Reserve Committee Unconfirmed 19 February 2024 Meeting Minutes	24/445137	28
F  	Cass Bay Reserve Committee Unconfirmed 6 March 2024 Meeting Minutes	24/458632	30

Awaiti Reserve Committee
Meeting Minutes

Minutes of the Ordinary Meeting Held:

Date: 21/2/24

Time: 4pm

Venue: Banks Peninsula Rugby Club

Present: Dean White (Chairperson), Sheryl Stanbury (Secretary), Tori Peden, Bruce King, Kerri Bowen (CCC), Hannah Murdoch (CCC), Sarah Marsh (LRWCT), Lyn Leslie.

1. Apologies: Jane Harrison (CCC) Dean/Sheryl Carried

2. Declarations of Interest: Nil

3. Public Forum: Nil

4. Confirmation of Minutes

That the Minutes of the Reserve Committee Meeting held on 22 November 2023 be confirmed.

Sheryl/Tori Carried

5. Matters Arising:

1. Morice Reserve Management from Jane Harrison – Our Parks Team are working with the lease holders to plant extra protection there. The Reserve Committee do not need to be involved as it is being well managed.

Little River Pony Club has leased approximately 5 acres of land in Cooptown for the past 60 years from CCC and the Opuahou River runs along the Northern boundary of the property. The Club has a lease through until 2045 and club members would like to contribute to the protection of the Opuahou River by establishing a fence to prevent stock entering the river and completing stream side planting. An initial approach to the BP Water Zone Committee and CCC was made for funding however this has been turned down on the basis that the boundary fence is not sufficiently secure to prevent stock accessing any new plantings. It is likely that any future application (following the repair of the boundary fence) would be seen favourably as it is a priority catchment for preventing sedimentation and the river network in Wairewa has high native fish, insect and bird values. The adjacent landowners have been contacted to discuss repairing the boundary fence.

2. Scrap Metal has been removed and there has been a clean up behind the CCC toilets. Thanks to all who helped especially Pete Wright who is currently storing scrap metal.

3. Kerri to erect a sign at the Community Centre saying "Caution Children Crossing".

4. Kerri delivered bark for the Coronation Library Garden and advised Bruce that she could get him more if and when he needed.

6. Health and Safety:

1. Sarah noted that there was quite a few Dog Poo Bags being put in trees. Dean to put something on face book reminding people dogs are not permitted on the Domain and if they do they should be on leads.

2. Sheryl reported that there were rails that needed replacing on the Highway fence.

7. Correspondence:

Inwards

30/11/23 Jane Harrison re Morice Reserve Board

30/11/23 Jane Harrison inquiring as to ownership of Tennis Pavilion

Letter from Alison Walker re tree maintenance on the Nature Space behind the changing sheds. (Dean to forward message to Kerri and show Kerri and Hannah the area concerned).

Outwards

31/11/23 Jane Harrison, follow up from meeting re Okuti Hall repairs in relation to Tennis Pavilion.

8. Financial:

Opening Balance: 1/12/23 \$5050.12

Closing Balance: 31/1/24 \$5050.12

We need to pay Bruce \$300.00 for maintenance.

Sheryl to Invoice the Banks Peninsula Show.

Dean/Tori Carried

9. Update from Working Groups:

Sarah Marsh -LRWCT

Sarah reported that consents have been met. The Council have appointed a contractor starting work late February/Early March this year. The Historic Group are funding the renovations but do not have funding for the parking which is what has held the project up!! Ongoing talks to get this sorted. Very pleased to hear that the wooden interior shelving is staying and so are the fire places. Little River Big Ideas are keen to hear from anybody who have "ideas" about Little River.

10. General Business:

1. Fire Brigade have paid for the scrap metal to be moved to Pete Wrights. We now need to get it removed from Petes.

2. Kerri introduced Hannah Murdoch as Fiona Waghorn's replacement.

3. Dean will talk to David Liard (CCC) re Tennis Pavilion. Then once we have confirmation on ownership and funding for maintenance we will approach local contractors.

4. Triennial Plan – Kerri will go to Community Board with Tennis Pavilion Maintenance, New Lights, Historic Board for Coronation Library, Bruce Kings gardening hours. Tori also bought up that the Domain needs to be mowed between Christmas and New Year as it did not get done last year and could have been a hazard for the Fire Brigade. The Fire Brigade hold a fundraising event on the 1 January every year. Dean asked that the clover be sprayed also before January as it is dangerous for the horses at show time.

11. Next Meeting:

22/5/24 at Little River Service Centre at 4pm

MEETING CLOSED 5pm



Okains Bay Reserve Committee Meeting Minutes

Minutes of the Ordinary Meeting held:

Date: Wednesday 21 February 2024

Time: 5pm

Venue: Okains Bay Campground Office, Okains Bay

Present: Wayne Kay (Chairperson), Sharon Henderson (Secretary), Nick Thacker, Graeme Page (Koukourarata Rep), Judy Thacker, Lester Fletcher, Richard Boleyn, Richie O'Malley, Aporini Deer (Ngai Tahu Rep)

Stacey opened the meeting with a karakia.

In Attendance

Amour-Jane Ryan, Asif Hussain.

Via Online Teams: Denise Tully, Stacey Te Pohue Rose (Ngai Tahu Rep) and Colin Jacka.

1. Apologies

Delia Walker and Colin Jacka (will be joining via Online Teams late).

2. Declarations of Interest Nil

3. Public Forum Nil

4. Confirmation of Minutes

Moved Richard/Judy that the Okains Bay Reserve Committee meeting minutes on 13th December 2023 be confirmed. Carried.

5. Matters Arising

5.1 WWII plaque and most of the Okains Bay Oddfellows Association Membership panel

have been taken down but the backing board is still nailed to the wall and will need to be removed at a later date. Delia sent an email to inform all members of the progress.

5.2 Cabins will have services done in the next two months and then refurbishment will be started.

6. Health and Safety

6.1 Rabbits are back and David Hunter will be back at the end of March when camp will be closed overnight for a cull.

7. Correspondence

Inward

7.1 Jan 28 email from Wayne re: Notifying Ngai Tahu Reps of upcoming meeting dates.

7.2 Jan 28 email from Apo Deer re: next meeting dates.

7.3 Feb 7 email from BP re: Agenda for BPCB meeting on Monday 12 February 2024.

7.4 Feb 16 email from Colin Jacka re: Online teams meeting link and finance reports for December 2023 and January 2024. Also attached is the report on Okains Bay/Kawatea Campground Erosion by WSP. This 100 page report was printed out and is available for perusal from Sharon.

7.5 Feb 19 email from Okains Bay Museum re: WWII plaque and Oddfellows board progress.

7.6 Feb 21 email from Delia Walker re: update on WWII plaque and Oddfellows board progress and Sefton Park lease details.

7.7 Feb 21 tabled from CCC re: Okains Bay/Kawatea Campground Erosion Assessment.

Outward

7.1 Dec 21 email to All re: Minutes of the Okains Bay Reserve Committee meeting held on December 13 2023.

7.2 Jan 28 email to Stacey and Apo re: upcoming meeting dates.

7.3 Feb 19 email to All re: December 2023 Minutes of Okains Bay RC for upcoming meeting.

Moved Graeme/Richard that the Inward correspondence be received and the Outward correspondence be endorsed. Carried.

8. Staff Financial/Operational Report

8.1 Graeme asked for financial reports to be expanded more.

8.2 Staff from Spencer Park were wrongly included in the Okains Bay figures.

Financials for December 2023 and January 2024 were tabled.

9. Update from Working Groups Nil.

10. General Business

10.1 Over the off season, work that needs to be carried out will be identified and a programme for short term works and a long term works schedule will be established.

10.2 Community hub including hall up in the waka paddock was discussed and future plans for the area. Discussions with CCC and Koukourarata are ongoing.

10.3 Richard suggested a walk around the campground before the next meeting.

10.4 Judy commented that the fill being used around the campground is poor quality and full of undesirable weeds and rubble that are seeding and spreading through the camp. These cause more headaches for camp staff. Asif asked if the campground requested fill and was told lately it has included too much rubbish. Amour will speak to Rex at Fulton Hogan re: concerns.

10.5 Denise is moving on and asks for Aaron to be kept in the loop and he will keep the Board up to date. The Board thanked Denise for her work.

10.6 Amour said the season has been really busy and often fully booked.

10.7 Colin said campground numbers accidentally exceeded the maximum people camping due to the exclusion of children in figures. This number was seen as the right amount for discharge capacity within the amenities and facilities available. The oversight is now sorted.

11. Next Meeting

The next Okains Bay Reserve Committee meeting will be on Wednesday 17 April 2024 at 5 pm in the Okains Bay Campground Office, Okains Bay. Members are asked to meet at 4.30 at the office for a walk around the camp.

Stacey closed the meeting with a karakia.

The meeting closed at 5.55 pm.

.....

Chairperson

.....

Date



Lyttelton Recreation Management Committee

Meeting Minutes

Minutes of the ordinary meeting held:

Date: Monday 19th February 2024
Time: 6pm
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

Present:

Clinton Norris (Chair), Caroline Norris (rugby), Linda Preddy (Secretary) Ren-Dee Cameron & Ian Goodwin (Ferryhead Bay Football Club)

In Attendance:

Trish Ventom (kaitohutohu Hapori – community Recreation Advisor),
Cathy Lum-Webb (Banks Peninsula Community Board Representative),
Kristine Buow (Development Project Manager)

1. Apologies:

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

2. Declarations of Interest:

Kristine Bouw -Regarding design changes to the pavilion.
Ren-Dee Cameron & Ian Goodwin (Ferryhead Bay Football Club) -Regarding lights

3. Public Forum:

No Public representation present.

4. Confirmation of Minutes:

Monday 20th November 2023

Clinton Norris/Linda Preddy

5. Matter Arising:

No Matters arising.

6. Health & Safety:

No Health & Safety recorded.

7. Correspondence:

Ren Cameron – Ferrymead Bays

MJ – Sail GP

Greg Overton – Golden Oldies Rugby

Chloe Mark-Gov's Bay to Lyttelton Fun run

John Furlong – Portable football post

Kristine Bouw – Pavilion Changes

8. Staff Financial/Operations Report:

None to record

9. Update from working groups:

No update

10. General Business:

Kristine Buow (**Development Project Manager**) Spoke regarding the relocation of the changing rooms & new design outlay.

She also spoke regarding Coast guard having secured their facilities by the water,

Looking at starting the pavilion around August /September 2024.

Ian Goodwin spoke regarding the position around the light ducting **Kristine will get back to use regarding this.**

Ian also discussed his concern regarding the artificial turf & can it be used for multiple sport? **Kristine will investigate.**

Would also like to see the football pitch could be made 2 metres wider. **Kristine will investigate.**

Football would also like to be able to have lights on the Football pitch **(have forwarded them onto Aaron Stevens from Lyttelton Rugby Club as they are working on the lighting concept now).**

Cathy asked if the scout regatta is going ahead on the grounds this year?

Linda will get in touch with Ruth from Scouts. Ruths Reply ... I shall chase it up with regional leader and hope they may have luck. Get back as soon as I have word.

Linda mentioned Golden oldies wanting to use the showers on the grounds on April 21st for after their game in town, Clinton mentioned that they are all locked up due to works on the grounds.

Linda will contact Greg to inform him. Greg has been informed & have cancelled game on April 21st.

Clinton received a phone call from Hineata McGregor regarding old Sharks League gear they have found & wanted to know if it could be displayed at the grounds, discussion was that it would get vandalised. Kristine is looking into it.

11. Next Meeting:

Monday 20th May 2024 at 6pm at the Lyttelton/Mt Herbert Community Boardrooms, 25 Canterbury Street, Lyttelton

Meeting Closed 7pm

Lyttelton Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: 4 March 2024

Time: 7:00pm

Venue: Lyttelton Community Board meeting room

Present

Joshua Merriam, Helen Shaw (Chair), John Garrett, Bianca Woyak, Rewi Couch, Kirsty Brennan.

In Attendance

Paul Devlic (CCC)

1. Apologies

Hamish Fairbairn, Daryl Warnock.

Moved: Joshua Merriam/ Seconded: Kirsty Brennan

2. Declarations of Interest

Nil.

3. Public Forum

Nil.

4. Confirmation of Minutes

That the minutes of the previous meeting held on 5 February 2024 be confirmed.

Moved: Bianca Woyak/ Seconded: John Garrett

5. Health and Safety

- 5.1 The committee discussed the standing dead eucalypt trees between the 4WD and bench tracks as they are perceived as being a fire hazard. Paul advised that those particular trees are not necessarily a fire hazard, and that approval from Council is required before removing any large trees.

Action: CCC to assess the need for removal of standing dead eucalyptus trees.

6. Matters Arising

6.1 Table of actions from previous meeting

December minutes to be corrected and recirculated (Josh)	In Progress: New copy has been circulated. Still some updates to be done.
Gary Broker Seat – Get contact details for family (Helen, Kirsty)	In Progress: Elise Doyer to be contacted.
Interested resident to provide information to committee chair (Bianca)	In Progress: Biography received from Cliff Mason. To be invited to the next meeting, then committee will make recommendation to community board.
MOU with MTB club to be checked (Paul)	In Progress: To be circulated to committee and put on agenda for next meeting with suggestion to support.
Predators: Map of trap locations to be provided (Hamish)	In Progress.
Quote to be sought regarding zig zag track regrade (CCC)	In Progress.
Request assistance from CCC communications team in communicating the new committee's goals (Helen to invite)	Completed. A number of communication avenues were discussed.
Discuss removal of eucalypts at the bottom of the 4WD track (Hamish)	Completed. CCC recommended that no live trees be removed, but will assess the need to remove dead eucalypts in the area
Fire report provided to previous committee to be circulated (Josh) and read (All)	Completed. Agreed that there was relevant information in the report to be used in ongoing communications.

7. Correspondence

7.1 Nil.

8. Staff Financial/Operational Report

8.1 Date has been set for works on diagonal track.

8.2 CCC have been working with a landowner on Foster Terrace to investigate a drainage issue originating from Urumau Reserve. Will continue to work with them on possible solutions.

9. General Business

- 9.1 Weeding update: two successful weeding days completed with two more scheduled. CCC and committee members discussed contractors to undertake Old Mans Beard hand removal.
- 9.2 The committee have requested water storage in the lower part of Urumau Reserve for the purpose of maintaining new planting.

Action: CCC to investigate options and feasibility of water storage at the top of the 4WD track.

- 9.3 Planting effort for the reserve was discussed. The committee will aim to increase planting effort this year. One focus area for low flammability plants is the area below bench track behind houses. Paul thought that 1000 plants could be sourced via CCC. There is the option of using CCC contractors to assist in some way, perhaps by preparing the site for community to then do planting.

Action: CCC to send the list of low flammability plants suitable for Urumau in order to source plants (from eco-sourced nurseries).

- 9.4 The committee worked on completing two of the triennial goals in the Triennial Operational Plan. Rewi to create a Whakatauki to be created for the plan.

10. List of Actions

December minutes to be finalised (Helen)
Gary Broker Seat – Contact Elise Doyer (Helen)
Cliff Mason to be invited to next meeting (Helen)
MOU with MTB club to be circulated to committee (John)
Predators: Map of trap locations to be provided (Hamish)
Quote to be sought regarding zig zag track regrade (Josh)
CCC to assess the need for removal of standing dead eucalyptus trees (CCC)
CCC to investigate options and feasibility of water storage at the top of the 4WD track. (CCC)
Whakatauki to be created for Triennial plan (Rewi)
CCC to send the list of low flammability plants suitable for Urumau in order to source plants (from eco-sourced nurseries). 1000 plants to be ordered. (CCC)

11. Next Meeting

Next meeting scheduled 7:00pm Monday 8 April.

The meeting closed at 8:37 pm.

Duvauchelle Reserve Committee MEETING MINUTES

Minutes of the Ordinary Meeting held:

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

Present : Chair Fiona Barnes
Committee Jacque McAndrew, Bruce Watts, Ian Whenmouth
In Attendance: CCC Representative Nil
BPCB Representative Nil
Managers Dale Hayes
Visitors Steffi Brightwell (Community Development Advisor, Akaroa and Bays)

Fiona welcomed Steffi to the meeting, and Steffi gave us a brief description of her role and how she could promote our concerns.

1. **Apologies** Geoff Carter, Colin Jacka
Motion: That the apologies be accepted.
Moved: Fiona Seconded: Bruce Carried
2. **Declarations of Interest** Nil
3. **Public Forum** Nil
4. **Confirmation of Minutes**
Motion: That the minutes of the previous meeting held on 15 January 2024 be confirmed
Moved: Jacque Seconded: Fiona Carried
5. **Matters Arising** Nil
6. **Health and Safety** Nil
7. **Correspondence**
Inward: Sheryl Lee - sale of caravans on sites 97 & 98
Tracy & Kylee MacLeod - request for boat compound storage
Outward: Derek Bull - approved to go on the waiting list
Julie & Steve Gunby - request for additional site holders declined
Jon & Claire Green - welcome as new annual site holders
Maurice & Jill field - welcome as new annual site holders
Motion: that the Inward correspondence be accepted and the Outward be approved
Moved: Fiona Seconded: Ian Carried
8. **Staff Financial/Operational Report** Nil received
9. **Update from Working Groups**
Manager's Report
Maurice Field (site 97) has asked if his water connection is allowed as it has a stop cock to shut the mains water off. (Yes, as it can be turned off, it is not permanent).
The Cub Cadet has been repaired. The coils needed to be replaced and a service was done at the same time.
Oskar can install the 5000L auxiliary tank at the pump station at the end of February.
There was a water leak at site 63 that has since been repaired.

Now might be the time to replace the guest BBQ for the camp as it is becoming a safety hazard for guests, as the buttons and switches don't work properly.

Madang Enterprises quoted for tree felling – tree has subsequently been cut down.

The basketball hoop needs to be thrown out – it's not repairable.

Can a new water tank please be considered? We had to get Robsons in twice in January to replenish our water.

The Wi-Fi is not working as it should. I have trouble connecting to CCC Corp, and the office printer can't scan and only sometimes prints.

CCC Rep Report Nil

10. General Business

Fiona

Raised the issue of Freedom Campers parking right between the Camp and the sea. She requested that Ian write to the Banks Peninsula Community Board requesting a change of the by-law to prohibit Freedom Camping on the Duvauchelle foreshore, Seafield Road and Onawe Flat Road.

Jacque

Noted that Campervans have been seen being washed down at the boat wash.

Site 97 has no room to park their car, so they park it by the playground.

There is a loose boat cover on site 16/17

Bruce

The ladies toilet door at the top block keeps being jammed open – embarrassment ensues!!

Meeting closed at 6.40pm.

11. Next Meeting: Duvauchelle Community Centre at 5.30pm on Monday 18 March 2024

Cass Bay Reserve committee

Minutes of meeting held Wednesday March 6, 2024

Time: 7.45 pm

Venue: 5 Cass Bay Place.

Present: Liz Hales, Tracy Prince, Jenny Healey, Chris Nee, Warner Russell, Tyrone Fields, and Jeremy Webb, Ine Schils

In attendance:

Staff members present: Paul Devlin

Apologies: Marjorie Russell, Noraini Abbas, Karen Banwell, Dave Taylor, Taka Kuze

Declarations of Interest: None were declared.

Confirmation of Minutes – accepted Jenny/ Liz

Correspondence: Email from TTK that Tōtara need to be monitored and reported. Ine will do this.

Health and Safety:

Paul – Steadfast and asbestos.

- The report with more details on the levels of contamination should be out in the next few days. There is one last test to do (activity test – mowing)
- Materials stored in bunker 10 will be decontaminated and returned to the owners to be stored elsewhere. Paul is in the process of getting a quote.
- Potential impact on planting sites for next season will be known in a few weeks.
- Paul will invite an Environmental Health Scientist to explain the results to the people affected.

Port Hills Fires:

- Paul explains how he saw first hand that the native planting was much more fire resilient.
- Jenny emphasizes she has ordered fire resilient species for this year's planting

Update from working groups:

Watering:

- 17 volunteers are involved in the watering!

- Plants overall are looking great.
- Rangers spend a lot of time filling up the water tanks. It takes 3 rangers half a day to fill up the top tanks. Paul is looking at installing a solar pump to avoid this and have a continuous system.
- The barrels for watering the plants in the slip need to be filled. It is a big job to do these plants and fill the barrels. It will be good to find volunteers to help with this. Jenny will contact Matt about a system.

Track to summit:

The track will be suggested as an option for the Head to Head walk. It would link up with Crater Rim walk and provide options to go down via Allendale or continue along.

Track to Pony Point:

- Track is well used and well loved.
- Jenny had a meeting onsite with Nick Singleton:
 - Warner's track needs to be benched a bit more in certain spots. This will be done in an upcoming working bee (see below)
 - Question was raised if it is a good idea to put shingle down on the track. For now, this won't be done as it might make the track more slippery. The idea is to let a winter pass and see the impact on the track before deciding on further upgrades.
 - The steep uphill track will be made into a gentler zigzag uphill.
 - The Pony Point track will become an excellent loop track!
 - Nick will have a look at the dead trees in the forest.
- Lyttelton Sea Scouts contacted Jenny for a working bee with team Australia (Sail GP) and Pigeon Bay Yacht Club. This will be on Thursday 21/03 in the evening. Suggested is they do this track work, watering plants and rubbish cleanup.

Kaimahi for Nature & Conservation work skills team

- The Rāpaki team has been working on clearing Boneseed and Boxthorn from the Eucalypt forest and Pony Point over two days in the last month. Within the Eucalypt forest most/ all of it is cleared. It created a lot of area that can be planted. In the Pony Point area a good dent has been made.
- Jenny acknowledges that a lot of progress has been made over the last two years with the help of the Kaimahi for Nature Team and asks for her thanks to be passed on to the team.
- The Rāpaki team is finishing up by the end of March as the funding has run out.
- CCC team KFN Team will be able to continue with CCC funding and might be able to help out in the reserve in the future. To be discussed.

- Conservation Work Skills Team will be coming in to help on 09/04. Tasks will be decided on after results asbestos come back.

Planting Season:

- Jenny asks Paul if CCC can do plant site preparation with spraying. She believes spraying has a positive effect on the plant growth and the ease of maintenance. Paul can have spot spraying done before the planting season starts, once is known where they will plant.
- Ine notes that she is against spraying for the means of planting and plant releasing. Glyphosate has been restricted in Europe for many years. It is thought to be toxic to the aquatic life and carcinogenic for humans. It should be done with the utmost caution and as a last resort. She feels it is unnecessary for planting and plant releasing. The planting site in Rāpaki hasn't been spray prepared or spray released and the plants (+30.000) are doing really well.
- Planting days: The idea is to plant earlier, mid June, once on a Saturday and once on a Sunday morning to not interfere with Saturday sports or church. Saturday 8th, Sunday 16th

Other matters:

Cass Bay Place reserve – a local resident has extended his garden and retaining wall into the reserve. No update yet, to be followed up.

Meeting closed at 9pm

8. Head to Head Walkway Working Party Notes

Reference / Te Tohutoro: 24/417320

Report of / Te Pou Natasha McDonnell, Banks Peninsula Governance Advisor
Matua: (Natasha.McDonnell@ccc.govt.nz)
Senior Manager / Andrew Rutledge, Acting General Manager Citizens and Community
Pouwhakarae:

1. Purpose of Report Te Pūtake Pūrongo

Head to Head Walkway Working Party Meeting Notes have been received:



Name	Subject
Head to Head Walkway Working Party Notes	11 March 2024
Head to Head Walkway Working Party Meeting Minute Attachments	11 March 2024

2. Staff Recommendations / Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

- 1. Receive the notes of the Head to Head Walkway Working Party:
 - a. 11 March 2024 Meeting Notes
 - b. 11 March 2024 Meeting Minute Attachments.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Head to Head Walkway Working Party 11 March 2024 Meeting Notes	24/417322	34
B 	Head to HeadWalkway Working Party 11 March 2024 Meeting Minute Attachments	24/417323	37

Head to Head Working Party NOTES

Date: Monday 11 March 2024
Time: 3.00 pm
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

Present

Chairperson
Members

Tyrone Fields - Te Pātaka o Rākaihautū Banks Peninsula Community Board
Howard Buchanan - Charteris Bay Neighbourhood Association Inc.
Graeme Fraser - Diamond Harbour Resident Association
Paul Dahl - Whaka Ora Healthy Harbour
Cathy Lum-Webb - Te Pātaka o Rākaihautū Banks Peninsula Community Board
Luana Swindells - Te Pātaka o Rākaihautū Banks Peninsula Community Board
Siouxzi Rowe - Lyttelton Business association
Shelly Washington - Rod Donald Trust
Richard Suggate - Diamond Harbour Community Association
Tom Kuenning - Church Bay Neighbourhood Association and Charteris Bay Neighbourhood Association
Jenny Healey - Cass Bay Reserves Committee
Vacant - Te Hapū o Ngāti Wheke
Nick Singleton – Project Manager
Kim Swarbrick – Senior Parks and Rec Planner
Penelope Goldstone – Community Governance Manager
Edwin Tiong - Traffic Engineer

Council Staff

Natasha McDonnell
Banks Peninsula Governance Advisor
941 5112
natasha.mcdonnell@ccc.govt.nz
www.ccc.govt.nz

Please Note:

All information provided in briefings should be considered as confidential unless otherwise stated.
This forum has no decision making powers and is purely for the purpose of information sharing.

Head to Head Working Party
11 March 2024



Karakia Tīmatanga: Tyrone Fields

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Apologies were recieved from Karen Banwell.

2. Declarations of Interest Ngā Whakapuaki Aronga

There were no declarations of interest recorded.

3. Review of Previous Notes

The minutes of the Head to Head Working Party meeting held on Thursday, 7 December 2023 were reviewed.

4. Agenda Items for Consideration

1. Item 1 - Ombudsman Report results in less briefings to the Board as all Briefings will now be public. This applies to the Head to Head Walkway Working Group (H2H) also – Agenda will be published and the public will be welcome to the meetings. Staff will find out whether this meeting will need to be live-streamed and advise under what circumstances a report may be public excluded.
2. Item 2 – Jill Rice has been appointed as the representative of Purau Residents Association on the Head to Head Walkway Working Party.
3. Item 3 – Extension of walkway – Permission has been given to continue the walkway from the Orton Bradley Park gate, along the golf course practice green 4 – 5 meters inside the road reserve. This section of walkway is viewed as temporary as staff haven't presented the Community Board with route options for this stage of the walk. The Chairperson acknowledged the golf club for their generosity in allowing this walkway through their grounds.

5. Head to Head Walkway Update

- **Officer Recommendations**
- Staff provided an update on the work being continued throughout sections of the Head to Head Walkway, including an application for subdivision of a coastal area of ecological significance in Charteris Bay. A counter proposal has been made to secure an easement for a section of walkway to pass through the land.
- The proposed Te Ana Marina walkway will be affected by longer term projects such as landscape development and longer term development around Naval Point, water run-off issues, upcoming installation of a footpath by the Rec Ground, Naval Point Yacht club renovation or replacement. All projects that may restrict any walkway in that area. Building site may restrict walkways. The Working Party expressed a desire to keep this concept positively moving forward, even if temporary, as other areas are remediated.

Head to Head Working Party
11 March 2024



- Staff completed the existing Head to Head walk through Lyttelton and noted interesting (or no-existent) signage– not linking the walk very well.
- Table, Attachment A, Item 5, was discussed, with a decision to re-assess the priorities and format of the table.
- The Working Party agreed there is a need to keep in mind the \$ priority/ cost of staff time. If we have a current budget we should be using it before we lose it.
- Edwin Tiong, Traffic Engineer presented a map (attached) showing the stretch of coastal track above the launch ramp along Purau Ave which needs work to help protect/separate pedestrians from boating traffic. Current proposal is for pedestrian signs at each end of the 200m stretch. Discussion ensued around moving the walkway up through Purau and over the heads. This relates to priorities 10 and 13 on the list – could be bumped up to higher priority longer term items.
- Staff highlighted problem areas:
 - Sandy Bay beach to Governors Bay Jetty is currently closed. Bridge will be repaired and renewed in next 4 -5 weeks after which we hope to re-open the track.
 - Plan to put a structure right over top of the Heritage Culvert at the End of Church Lane, Governors Bay, so that it doesn't impact on it in any way.
 - Pony Point – loss of the coastal route. Good to see the group talking about coastal hazards as this is what has been hammering that area. Have established an alternative route from Cass Bay toilets – upgrading a route built years ago by Warner Russell – which goes through a restoration site, celebrating planting development work that the community has done, and returns back to the same point.

The Working Party requested that staff review the priorities table in a revised order reflecting current viability and short/medium/long term goals for discussion at the next meeting.

The Working Party requested that staff provide a scope, concept and steps it would take to achieve an alternative route through Purau and up over the heads as a safer, more viable alternative to the waterfront route.

The Working Party agreed that signage should be updated along the old section of the Walkway after staff highlighted the shortcomings.

Attachments

A Purau Bay Walkway Proposal Map 

Karakia Whakakapi: Tyrone Fields

Meeting concluded at 4.40pm.



**Head to Head Working Party
MINUTES ATTACHMENTS**

Date: Monday 11 March 2024
Time: 3.00 pm
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Lyttelton

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5. Head to Head Walkway Update	
A. Purau Bay Walkway Proposal Map.....	3



Attachment A Item 5

Attachment B Item 8

9. Lyttelton Recreation Grounds Upgrade - Proposed Tree Removal

Reference / Te Tohutoro:	24/263604
Report of / Te Pou Matua:	Kristine Bouw, Development Project Manager, Kristine.Bouw@ccc.govt.nz
Senior Manager / Pouwhakarae:	Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose and Origin of Report Te Pūtake Pūrongo

- 1.1 To outline the rationale for the removal of trees along the southern boundary of the recreation ground at Te Nukutai o Tapoa - Naval Point as a part of the recreation grounds upgrade works and to allow for the construction of a new netball court.
- 1.2 An arboricultural report has identified that the large Cupresus x leylandii and Cupressus macrocarpa trees proposed for removal are affected by canker disease which may have an impact on their long term viability. Staff have consulted with the adjacent user groups (Lyttelton Recreation Grounds Reserve Management Committee, Lyttelton Rugby and Lyttelton Sea Scouts) on the tree removal and on a revegetation plan for the site.
- 1.3 Additionally, the Te Nukutai o Tapoa – Naval Point Development Plan is working through a new landscape concept for the site working in partnership with Te Hapū o Ngāti Wheke.
- 1.4 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 the fact that the trees have been identified for removal as a part of the Te Nukutai o Tapoa – Naval Point Development Plan and that a new planting plan to increase the overall canopy cover on the site is being developed in partnership with the adjacent stakeholder groups.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves:

1. The removal of trees along the southern boundary of the recreation grounds at Te Nukutai o Tapoa – Naval Point Development Plan.
2. The replacement of tree planting as a part of a new landscape design for the area to increase the canopy cover of the recreation grounds.

3. Reason for Report Recommendations Ngā Take mō te Whakatau

- 3.1 [Te Nukutai o Tapoa – Naval Point Development Plan](#) was approved by the Te Pātaka o Rākaihautū Banks Peninsula Community Board in November 2020.
- 3.2 The Development Plan included upgrades to the Lyttelton Recreation Grounds and the establishment of multi-sport courts were key considerations for the community in the upgrade to the Naval Point Area.
- 3.3 The inclusion of a netball court as a part of the sport court redevelopment is a significant feature of the recreation ground redevelopment for the Lyttelton Recreation Ground

Reserve Management Committee (LRGRMC) and has been recommended as a legacy for former LRGRMC member Flora MacGregor. Te Hapū o Ngāti Wheke recently naming the netball court 'Flora Court' in memory of Ms MacGregor's contributions to the community and to Lyttelton Netball.

- 3.4 A [Tree Assessment](#) was prepared for the Development Plan that identified that a number of exotic Cupressus x leylandii and Cupressus macrocarpa trees currently forming a shelterbelt along the southern side of the existing Lyttelton Recreation Ground are affected by canker disease and are expected to have a limited useful life.
- 3.5 A Tree Protection Management Plan was prepared for the Lyttelton Recreation Ground upgrade works currently underway and identified that works within the drip line of the southern shelterbelt trees and included a Tree Protection Zone for the protection of trees from the construction activities.
- 3.6 Changes to the design of the future courts on the western boundary of the site and the inclusion of the change pavilion on the field area have led to the need to shift the courts to the south to provide sufficient space between the courts and new changing rooms. An equipment storage shed for Lyttelton rugby and the Lyttelton Sea Scouts is also being built in this area.
- 3.7 As a result of these changes the works are now proposed within the Tree Protection Zone and construction activities will require the removal of approximately six large Cypress x leylandii and Cupressus macrocarpa trees.
- 3.8 Staff recommend removing the trees to the south of the recreation ground to allow for the construction of the multi-sport courts court and for the construction of a new shed for Lyttelton rugby / recreation grounds and for Lyttelton Sea Scouts.



Photo across the Lyttelton Recreation Ground facing south and towards the proposed trees for removal



Figure 1: Location Plan of Proposed Trees for removal to the south of the existing Lyttelton Recreation Ground (identified in red above)

4. Alternative Options Considered Ētahi atu Kōwhiringa

4.1 Option 2 – Do not build the netball court.

- 4.1.1 The advantage of this option is that the trees to not need to be removed at this time and there is no additional cost to Council.
- 4.1.2 The disadvantage of this option is that the outcomes of the key stakeholder groups will not be realised and including - LRGRMC or Lyttelton Netball or Te Hapū o Ngāti Wheke.

4.2 Option 3 - Reduce the size of the future netball court to eliminate the need to remove the trees.

- 4.2.1 The advantages of this option include is that no tree removal is required at this time and there is no additional cost to Council.
- 4.2.2 The disadvantage of this option is that the netball court will be smaller than requested and will not meet the requirements of the LRGRMC and Lyttelton Netball.
- 4.2.3 The disadvantage of this option is that the trees will eventually need to be removed once the landscape plan has been completed to make room for the new pedestrian connections and the new storage shed building.
- 4.2.4 The disadvantage of this option is that the health of the trees is such that their removal may still be required in the future.

5. Detail Te Whakamahuki

- 5.1 Over the past few months a new landscape plan for the wider Te Nukutai o Tapoa – Naval Point Development Plan area has been underway to provide a pedestrian and user connection between Marina Access, along the western side of the site, to the recreation grounds, Lyttelton Scout Den and ultimately to the coastal edge of Tapoa (Attachment 1 – Conceptual Landscape Plan).
- 5.2 The planning and design work is being developed in partnership with Te Hapū o Ngāti Wheke and includes the layout, design features and proposed planting palette. Cultural design elements are further being developed for the site furniture and wayfinding that will reinforce the existing design work along the coastal edge of Tapoa.
- 5.3 The design will ultimately increase the current canopy cover at Tapoa and include a vegetated connection throughout the site incorporating native species and connect with the surrounding landscape.
- 5.4 Staff have been engaging with the Lyttelton Recreation Ground Reserve Management Committee and Lyttelton Sea Scouts on a new design which will provide shelter from the south and additional canopy cover for the site and provide purpose designed spaces for Scouts to operate their programmes out of and the public to use.
- 5.5 Lyttelton Sea Scouts have indicated that they are keen to work closely with Council staff on the re-establishment of trees in the area and with a landscape concept that provides play spaces and usable areas for the scouts and their programmes.
- 5.6 To date there have been three meetings with Scouts on the outcomes for their landscape area and including:
 - Meeting with scout leaders to discuss the Lyttelton Recreation ground upgrades, multi-sport courts and integration with the scout den
 - Two workshops (one with cubs and one with sea scouts) to outline the proposed landscape planning and to gain insights and inputs from the kids on the types of activities and uses that they would like to see in and around the den
- 5.7 Some of the major themes that have been presented by the Lyttelton Sea Scouts to date include:
 - More trees
 - Play space for outdoor adventure play / natural play area
 - Vegetable garden
 - Retention and upgrades to the ropes course
 - Skate park / bike park areas
- 5.8 The final design will be prepared based on the inputs outlined above.
- 5.9 The decision affects the following wards/Community Board areas:
 - 5.9.1 Te Pātaka o Rākaihautū Banks Peninsula Community Board

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 \(2021 - 2031\)](#):
- 6.2 Parks, heritage and coastal environment.

6.2.1 Activity: Parks and Foreshore

- Level of Service: 6.3.5 Overall customer satisfaction with the recreational opportunities and ecological experiences provided by the City's Regional Parks.
- Regional Parks resident satisfaction $\geq 80\%$.

Policy Consistency Te Whai Kaupapa here

- 6.3 The decision is consistent with Council's Plans and Policies.
- 6.4 The Tree Policy 4.7 – Approval by the Community Board for the removal of trees to facilitate projects on Council land will take into account the value of the project to the community, including public health and / or the local environment and considerations taken for retaining existing trees compared with the loss of the benefits provided by the trees.
- 6.5 Tree Policy 1.9 – For every tree removed a minimum of two new trees will be planted with the projected canopy cover replacing that which is lost within 20 years.
- 6.6 Tree Policy 1.7 – All trees will have a minimum establishment period of 24 months.
- 6.7 Tree Policy 11.1 – For removals outside of the road corridor, the location of any replacement trees will be based on the following; (1) In the same reserve where the tree was removed; or (2) If no further planting in the reserve is required, then in the closes road corridor or reserve that requires either new or additional planting; or (3) Within the Urban Forest.
- 6.8 Tree Policy 2.12 – We will actively encourage opportunities to provide habitat for indigenous flora and fauna.
- 6.9 Tree Policy 2.14 – We will protect and restore the ecological integrity and biodiversity value of the district by ensuring native tree species that naturally occur locally are eco-sourced from the relevant ecological district and / or region.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.10 The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture and traditions.
- 6.11 The decision involves a matter of interest to Mana Whenua and could impact on our agreed partnership priorities with Ngā Papatipu Rūnanga should the landscape design elements and in particular the development of native tree species and significant canopy cover not be included it the landscape outcome for the site.
- 6.12 A new landscape and planting strategy to increase native vegetation and canopy cover at Te Nukutai o Tapoa – Naval Point is currently being developed with Te Hapū o Ngāti Wheke and includes the development of a species list to support the reintroduction of native species to the site.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.13 The decisions in this report are likely to:
- 6.13.1 Contribute positively to adaptation to the impacts of climate change through the increase in canopy cover on the site.
- 6.13.2 The proposal to remove and replace the trees will in the first instance contribute negatively to emission reductions with the removal of the trees and then as the new native replacement trees grow, will contribute positively to emissions reductions.
- 6.14 The new planting strategy will ultimately increase the canopy cover of the site and will have a positive impact by reducing carbon emissions.

Accessibility Considerations Ngā Whai Whakaaro mā te Hunga Hauā

6.15 There are no accessibility considerations associated with this decision.

7. Resource Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

- 7.1 Cost to Implement – will be confirmed in future stages of work and include the costs associated with the removal and replanting of trees and shrubs in this area.
- 7.2 Maintenance/Ongoing costs – will be confirmed as a part of the future stages of work.
- 7.3 Funding Source – The replanting will be funded through the CAPEX budget 75900 Te Nukutai o Tapoa – Naval Point New Multi-Purpose Facility (Stage 3) which includes budget for landscape enhancements.

Other He mea anō

- 7.4 None identified.

8. Legal Implications Ngā Hīraunga ā-Ture

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

- 8.1 Te Pātaka o Rākaihautū Banks Peninsula Community Board has the authority to approve the removal of healthy and / or structurally sound tree(s) that are located within a site that is a reserve, park, public open space or road corridor.

Other Legal Implications Ētahi atu Hīraunga-ā-Ture

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



9. Risk Management Implications Ngā Hīraunga Tūraru

- 9.1 There is no specific risk management implications beyond those involved with the construction works required for this work. These risks will be management through the Council's Health and Safety framework and based on the specific tasks required for these works.

10. Next Steps Ngā Mahinga ā-muri

- 10.1 If approved, project works will continue and no changes will be made to the design and construction programme.
- 10.2 The trees will be removed and a plan for replacement of the trees and the landscape design for the wider site area will continue.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Attachment 1: Conceptual Landscape Plan	24/457636	46

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 - Development Project Manager Richard Gibbs - Senior Project Manager
Approved By	Toby Chapman - Manager Urban Forest Al Hardy - Manager Community Parks



An integration of the indigenous ecology
with the maritime sense of place



Legend

- 1 Street edge along Marina Access road.
- 2 Arrival space with Ngāti Wheke light box
- 3 Permeable concrete pavement with tidal zone banding. Organically shaped edges creating alcoves for seating and opportunities to interact with adjacent planting. Minimum 3m clear width.
- 4 Pavilion landscape with benches against the building and level surrounding pavement. Raised planters, steps and benches integrate field access, spectator seating and a softening of the building.
- 5 Open circulation space around the pavilion with benches
- 6 Island of planting
- 7 Ecosystem planting with high biodiversity and habitat for native flora.
- 8 Reclaimed wharf post benches
- 9 Naturalistic play space with maritime and coastal themed play elements.
- 10 Secluded Scouts courtyard with new shed opening towards the building and providing shelter from the easterly.
- 11 Field access and concrete apron to the sports storage.

Attachment 1

PROJECT
Te Nukutai O Tapoa - Naval Point
Tapoa Change Pavilion Landscape

Te Nukutai o Tapoa - Naval Point
Conceptual Landscape Plan

10. 2023/24 Discretionary Response Fund Application - Lyttelton Toy Library

Reference Te Tohutoro: 24/449054

Responsible Officer(s) Te Pou Matua: Andrea Wild, Community Development Adviser

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

1. Purpose and Origin of the Report Te Pūtake Pūrongo

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

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
66928	Project Lyttelton	The Lyttelton Toy Library	\$3,550	\$3,550

- 1.2 There is currently a balance of \$33,203 remaining in the fund.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the 2023/24 Discretionary Response Fund Application - Lyttelton Toy Library Report.
2. Note that the decisions in this report are of low significance concerning the Christchurch City Council's Significance and Engagement Policy.
3. Approve a grant of \$3,550 from its 2023/24 Discretionary Response Fund to Project Lyttelton towards The Lyttelton Toy Library.

3. Key Points Ngā Take Matua

Strategic Alignment Te Rautaki Tīaroaro

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

Decision Making Authority Te Mana Whakatau

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

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

Assessment of Significance and Engagement Te Aromatawai Whakahirahira

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


Discussion Kōrerorero

- 3.6 At the time of writing, the balance of the 2023/24 Discretionary Response Fund is as below.

Total Budget 2023/24	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$52,930	\$19,727	\$33,203	\$29,653

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

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	2023/24 Discretionary Response Fund Application Project Lyttelton Incorporated - The Lyttelton Toy Library Decision Matrix	24/445905	49

Signatories Ngā Kaiwaitohu

Author	Andrea Wild - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula

2023/24 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

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

00066928	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Project Lyttelton Incorporated	The Lyttelton Toy Library The Lyttelton Toy Library supports families in the area to have access to low cost toys. Having recently transferred from Plunket-run to community-organised there is a need for a Coordinator to set-up good systems, clean toys, catalogue them, promote the toy library and develop a network of volunteers to support its ongoing operation. Project Lyttelton are applying for funding to employ a Coordinator and to purchase a label printer and bar code reader.	\$ 3,550 Requested \$ 3,550 (100% requested)	Wages - \$3,250 Equipment (Label printer ad barcode reader) - \$300	\$ 3,550 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$3,550 from its 2023-24 Discretionary Response Fund to Project Lyttelton Incorporated towards The Lyttelton Toy Library, noting that wages are for 1 year only with no commitment to future funding of wages.	2

Organisation Details

Service Base: 54a Oxford Street, Lyttelton

Legal Status: Incorporated Society
 Established: 20/06/2008
 Target Groups: Children/Youth
 Annual Volunteer Hours: 800
 Participants: 75

Alignment with Council Strategies

- Strengthening Communities Together

CCC Funding History

2024 - \$3,486 (Emergency Hub & First Aid Training) DRF

2023/24 - \$20,000 (Wages, Yr1 of 3) SCF

2022/23 - \$26,500 (Carbon Reduction)

Sustainability Fund

2022/23 - \$18,000 (Project Development & Coordination Yr 3 of 3) SCF

2021/22 - \$18,000 (Project Development & Coordination Yr 2 of 3) SCF

2021/22 - \$4,500 (Farmers Market - Traffic Mgmt Training) DRF

Other Sources of Funding – None.

Staff Assessment

Plunket has run a toy library in Lyttelton for many years. However, late 2023 they ceased providing this service. Project Lyttelton have taken over the coordination of the Lyttelton Toy Library, hosting it at 40 Winchester Street.

To date, Project Lyttelton have fund raised to provide a shed for some of the toys.

Project Lyttelton are applying for funding for a Coordinator. This will be a fixed term role with the responsibility to establish, promote and develop the Lyttelton Toy Library. Duties will include:

- Cataloguing, cleaning, and arranging to mend all resources.
- Organising an appropriate storage and retrieval system at 40 Winchester Street
- Implementing a bar code system for ease of use
- Finalising the database management aspect of the library which includes loans and membership.
- Promoting the Toy Library through social media, posters, and networking with existing under five groups within Lyttelton.
- Running a Toy Repair workshop to promote the sustainability aspects of the Toy Library and toys in general.
- Building a community around the Toy Library by using its resources to bring families together on a monthly basis.
- Organising the open times of the library and promoting them widely.
- Developing a network of volunteers to run the library long term.

The toy library is an asset for Lyttelton that supports families in the community to have low-cost access to a wide range of resources and activities for their families. It also contributes to minimising waste by encouraging borrowing rather than buying and then repairing rather than discarding.

It is recommended that this application be fully funded. Purchase of the barcode printer and scanner will assist the efficient running of the toy library. Coordinators wages are for a fixed-term position of 1 year to establish the toy library and train volunteers to take this forward. The group have been informed that there should be no expectation of continued Community Board funding for this role.

11. 2023/24 Discretionary Response Fund Application - Little River Support Group

Reference Te Tohutoro: 24/454642
Responsible Officer(s) Te Jane Harrison, Community Development Advisor
Pou Matua: (jane.harrison@ccc.govt.nz)
Accountable ELT
Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for Te Pātaka o Rākaihautū Banks Peninsula Community Board to consider an application for funding from its 2023/2024 Discretionary Response Fund from the organisation listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
00066888	Little River Support Group	Pool Caretaker Wages	\$2,500	\$2,000

- 1.2 There is currently a balance of \$33,203 remaining in the fund.

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

- Receive the information in the 2023/24 Discretionary Response Fund Application - Little River Support Group Report.
- Note that the decisions in this report are of low significance concerning the Christchurch City Council's Significance and Engagement Policy.
- Approve a grant of \$2,000 from its 2023/2024 Discretionary Response Fund to Little River Support Group towards Pool Caretaker Wages.

3. Key Points Ngā Take Matua

Strategic Alignment Te Rautaki Tīaroaro

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

Decision Making Authority Te Mana Whakatau

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

- Legal challenges or Environment Court challenges against the Council, Council Controlled organisations, or Community Board decisions.
- Projects or initiatives that change the scope of a Council project or that will lead to ongoing operational costs to the Council (though Community Boards can recommend to the Council that it consider a grant for this purpose).

Assessment of Significance and Engagement Te Aromatawai Whakahirahira

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


Discussion Kōrerorero

- 3.6 At the time of writing, the balance of the 2023/2024 Discretionary Response Fund is as below.

Total Budget 2023/24	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$52,930	\$19,727	\$33,203	\$31,203

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

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	2023/24 Discretionary Response Fund Application - Little River Support Group Decision Matrix	24/455271	53

Signatories Ngā Kaiwaitohu

Author	Jane Harrison - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula

2023/24 DRF BANKS PENINSULA DECISION MATRIX

Priority Rating

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

00066888	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Little River Support Group	Pool caretaker wages Wages for the Little River School and Community swimming pool caretaker.	\$ 5,000 Requested \$ 2,500 (50% requested)	Wages for pool Caretaker - \$2,500	\$ 2,000 That Te Pātaka o Rākaihautū Banks Peninsula Community Board approves a grant of \$2,000 from its 2023-24 Discretionary Response Fund to the Little River Support Group towards the Little River Community Pool project for caretaker wages.	2

<p>Organisation Details</p> <p>Service Base: Private Residence Legal Status: Incorporated Society Established: 31/01/2009 Target Groups: Sports/Recreation Annual Volunteer Hours: 400 Participants: 120</p> <p>Alignment with Council Strategies</p> <ul style="list-style-type: none"> Strengthening Communities Strategy Physical Recreation and Sport Strategy Children's and Youth Policy <p>CCC Funding History</p> <p>2021/22 - \$1,500 - Little River Swimming Pool 2020/21 - \$1,500 SCF - Little River Swimming Pool 2019/20 - \$2,000 SCF - Little River Swimming Pool 2018/19 - \$2,500 SCF - Little River School Pool</p>	<p>Other Sources of Funding</p> <p>No other funding applications for this project</p> <p>Staff Assessment</p> <p>Each year the Little River Support Group facilitates the opening of the school swimming pool over the summer months to ensure it is available to the community for use after school hours, in the weekends and during the summer holidays. The financial contribution sought covers a small allowance to the caretaker who closes and covers the pool each night, cleans the pool and environs, including the toilets and changing rooms, and administers the water care chemicals to maintain the pool to required standards. This ensures on-going access to a swimming pool by all members of the Little River/Wairewa Community.</p> <p>Little River Support Group is a community-based volunteer group, run in conjunction with Little River School and is mainly funded through fundraising activities. The Community Pool Project is subsidised by community members who pay for their access keys.</p> <p>The pool is a hub for the community over the summer period and encourages community participation and social cohesiveness. It also provides a recreational amenity at minimal cost to a community that has few local facilities. Wairewa does not have easy access to the sea or a safe swimming beach in close proximity and the cost of travelling to Christchurch for recreation is prohibitive for many families. The organisation contributes significant volunteer hours towards meeting their objectives for the community. To keep the pool open members provide 11-12 hours a week during the season, 198 hours annually, to supplement the hours of the caretaker.</p> <p>This application aligns with the Community Board Plan priority of good social and physical connections for our communities and the following Council strategies and policies:</p> <ul style="list-style-type: none"> Strengthening Communities Strategy Physical Recreation and Sport Strategy Children's and Youth Policy
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12. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - April 2024

Reference / Te Tohutoro: 24/383490

Report of / Te Pou
Matua:

Penelope Goldstone, Community Governance Manager

Senior Manager /
Pouwhakarae:

Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose of Report Te Pūtake Pūrongo

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

2. Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report for April 2024.

3. Community Support, Governance and Partnership Activity

3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
The Lyttelton Harbour Network	<p>The first Whakaraupō Lyttelton Harbour Network meeting was held on 20 March 2024.</p> <p>This was the first meeting since the network was reviewed; the outcome being to move around the harbour and provide the opportunity for local community groups to host and showcase their work.</p> <p>Project Lyttelton hosted the first meeting and provided an overview of the services they provide.</p> <p>The meeting finished with an opportunity for everyone to stay for a shared lunch accessing produce from Project Lyttelton’s community garden.</p>	On-Going	<p>Good social and physical connections for our communities:</p> <p>Community connection supports wellbeing and reduces isolation.</p>

Activity	Detail	Timeline	Strategic Alignment
Sailability at Tapoa – Naval Point	Collaboration continues to look at the possibility for Sailability and the use of Te Nukutai o Tapoa – Naval Point for their programme. Staff are working with Sailability representatives on suitable vessel storage, accessible connections, a suitable location for launching and loading passengers, change area and toilets on site.	On-Going	Good social and physical connections for our communities:
Akaroa Sports Courts	Continuing to support the community to progress plans for the redevelopment of the Akaroa Sports Courts	Ongoing	Good social and physical connections for our communities
The Gaiety Custodian	Partnered with Community Facilities and The Gaiety Trust to establish a Custodian Role at The Gaiety Hall in Akaroa	Completed	Good social and physical connections for our communities
BP Meats	Providing accessible opportunities for the Akaroa community to remain informed on plans and processes relating to the BP Meats site	Ongoing	Support community-based solutions for currently unused significant Council sites
Little River Wairewa Toilets	Staff have obtained all necessary approvals for upgrading the water supply to the public toilets at Little River Railway Station. The project commenced the week of March 4th with work anticipated to take 2 weeks.	Due for completion 22 March 2024	Tourism Opportunities are balanced with social, cultural, economic and environmental values.
Little River Wairewa Big Ideas Refresh	The Little River Wairewa Community Trust are currently consulting with residents from Kaituna Valley, Birdlings Flat, Little River and Okuti Valley to complete an update of the Little River Big Ideas Community Plan.	Ongoing	Good social and physical connections for our communities
Wairewa Marae Open Day and Emergency Planning	A combined Marae Open Day and Emergency Day is planned for 21 April 2024 at Wairewa Marae, Little River. Governance and CDEM staff are supporting planning and communications to the wider Wairewa community.	April 21	Good social and physical connections for our communities
Coronation Library Little River	Work to lift and repair the Coronation Library will begin late March/April 2024. The Little River Wairewa Community Trust will	Ongoing	Good social and physical connections for our communities

Activity	Detail	Timeline	Strategic Alignment
	manage the facility as a community space once work is completed. The Trust have been fully involved in the design and fit out of the building to ensure that it is suitable for the needs of the community. There is a strong sense of anticipation among local residents to see the library restored and fully utilised again, after it suffered damage during the 2011 earthquakes.		

3.2 Community Funding Summary

3.2.1 **Discretionary Response Fund** – As part of the ITM New Zealand Sail Grand Prix in Lyttelton, the Lyttelton Harbour Business Association (LHBA) and other partners installed a large-scale LED screen at Albion Square for live community viewing of the race. The Board approved a grant towards expenses to the LHBA at its meeting on Monday 11 March. A summary of Discretionary Response Fund grants to date is attached. **(Attachment A)**.

3.2.2 **Strengthening Communities Fund** – Applications are open until noon on 12 April for Banks Peninsula Strengthening Community Fund grants. After a period of assessment a decision report will be presented to the Community Board at its meeting on Monday 12 August 2024 and grants will be paid out to successful applicants during September 2024.

3.3 Participation in and Contribution to Decision Making

3.3.1 Council Engagement and Consultation.

- **Have your say** – at the time of writing the report there were no consultations open within the Community Board Area.

Topic	Closing Date	Link:
Draft Long Term Plan (LTP) 2024-2034	21 April 2024	https://letstalk.ccc.govt.nz/draft-ltp-2024-2034

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

3.4 Governance Advice

3.4.1 **ANZAC Day Services** - Below are the times and venues for 2024 ANZAC Day Services in Te Pātaka o Rākaihautū Banks Peninsula:

Place	Time	Details
Diamond Harbour	9.45am – 10.30am	Assemble in the area by the Diamond Harbour Eatery and Bar.
	10.30am – 10.35am	Form up and march to the Diamond Harbour War Memorial Hall. Refreshments and fellowship after the Anzac Remembrance.
Lyttelton	9.35am	Gather at the corner of Oxford and London Street to march to Albion Square.
	10am	ANZAC Remembrance Service at Albion Square
Little River	9.30am	ANZAC Remembrance Service at Little River Community Hall, Awa-iti Domain, followed by procession to the ANZAC memorial where poppies/wreaths will be placed.
Akaroa	11am	March from Akaroa Fire Station.
	11.30am	ANZAC Remembrance Service.

3.4.2 **Hui a Hapori Community Open Forum and Public Forum** – The Board received the following Hui a Hapori Community Open Forum presentations on 26 February 2024 and Public Forum presentations at its 11 March 2024 Meeting:

- Pigeon Bay Settlers Hall Committee.
- Living Streams Community Nursery.
- Lyttelton Energy Transition Society.
- Naval Point – Te Nukutai o Tapoa – Public Boat Ramp Closures.

3.4.3 **Board Requests** – the Board made the following requests at its 11 March 2024 Meeting:

- Requests staff to investigate options for reducing permanent camping sites at Pigeon Bay and Duvauchelle camping grounds and report to the Board.

3.4.4 **Board Briefings** – the Board received the following briefings during February 2024:

- 67 Rue Lavaud, Akaroa (former BP Meats) – Future Use.
- Water Quality in Te Pātaka o Rākaihautū Banks Peninsula.
- Te Nukutai o Tapoa – Naval Point Update.

3.4.5 **Graffiti Report** – the graffiti report for February 2024 is attached. (**Attachment B**).









3.4.6 **Hybris Report** - providing an overview of the number of Hybris (Customer Service) Requests that have been received, including the types of requests being received and a breakdown of how they are being reported from 1 February 2024 to 29 February 2024 is attached. (**Attachment C**).

[Snap Send Solve](#) is the smartphone app the Council offers to help make reporting issues easy, and it is still possible to [report issues online](#), by calling Council on 03 941 8999 or visiting one of the Council's [Service centres](#).

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

- 4.1 HMNZS Steadfast Update on Lease for Cass Bay Residents' Association – A memorandum updating the Board on the process for a ground lease to the Cass Bay Residents' Association (**Attachment D**).

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Banks Peninsula Discretionary Response Fund Summary - March 2024	24/424636	60
B  	Graffiti Snapshot - February 2024	24/407075	61
C  	Hybris (Customer Service) Requests - February 2024	24/445646	63
D  	Memorandum: HMNZS Steadfast - Update on Lease for Cass Bay Residents' Association - 13 March 2024	24/415708	64

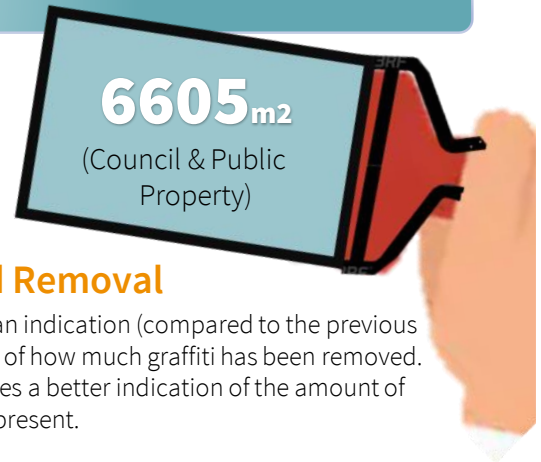
Signatories Ngā Kaiwaitohu

Authors	Liz Beaven - Community Board Advisor Steffi Brightwell - Community Development Advisor Linda Burkes - Support Officer Natasha McDonnell - Banks Peninsula Governance Advisor Dane Moir - Community Development Advisor Trisha Ventom - Community Recreation Advisor Andrea Wild - Community Development Advisor
Approved By	Penelope Goldstone - Manager Community Governance, Banks Peninsula Matthew McLintock - Manager Community Governance Team John Filsell - Head of Community Support and Partnerships

Banks Peninsula Discretionary Response Fund 2023/24		Board Approval
BUDGET		
Available Budget DRF 23-24	52,930	
Unused DRF/YDF Funds Returned		
Total BUDGET	52,930	
ALLOCATIONS MADE:		
Discretionary Response Fund		
Summer With Your Neighbours - Board Project	3,000	7/08/2023
Community Service Awards - Board Projects	3,000	7/08/2023
ANZAC Wreaths & Grant - Board Project	1,000	7/08/2023
Lyttelton Community House Trust - Funding for a commercial oven	2,413	10/07/2023
Project Lyttelton Inc - Lyttelton Emergency Hub equipment and 1st Aid Training	3,486	11/12/2023
Little River Farmers Market - Insurance and Purchase of Amp	2,000	11/12/2023
Te Ahu Pātiki Charitable Trust - Fire Risk Analysis Report	4,000	12/02/2024
Lyttelton Harbour Business Association - SailGP Fanzone	2,541	11/03/2024
Discretionary Response Fund Allocated	21,440	
Discretionary Response Funding Returned		
Lyttelton Community House Trust - Funding for a commercial oven rcvd 20/09/2023	- 2,413	
	- 2,413	
Youth Development Fund		
Izzy Hoult - Royal NZ Ballet National Mentor Programme 5-8 Oct 2023	150	30/09/2023
McKenzie Drage - Spirit of Adventure Development Voyage 13-23 Nov 2023	150	30/09/2023
Liam O'Donnell - NZ Team for Pacific Games 2023 - Honiara, Solomon Islands	200	30/09/2023
Julia Peden - She Shines on Dance Tour, April '24 - New York and Orlando	200	30/10/2023
Youth Development Fund Allocated	700	
TOTAL FUND ALLOCATED TO DATE:	19,727	
TOTAL: Discretionary Response Fund Unallocated	33,203	
Pending Board Approval		
Pending Board Approval Balance	\$ -	

GRAFFITI SNAPSHOT February 2024

Ward & Suburb Insights



Ward Reporting

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

Ward Removal

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

Ward	# of Tickets - Latest Month	# of Tickets - Previous Month	% Monthly Change	# of Tickets
Central	782	669	17%	782
Heathcote	278	220	26%	278
Spreydon	161	93	73%	161
Coastal	155	218	-29%	155
Innes	121	129	-6%	121
Cashmere	112	64	75%	112
Linwood	107	181	-41%	107
Fendalton	89	70	27%	89
Riccarton	60	71	-15%	60
Burwood	53	182	-71%	53
Papanui	40	47	-15%	40
Hornby	34	58	-41%	34
Harewood	33	37	-11%	33
Halswell	29	47	-38%	29
Banks Peninsula	24	37	-35%	24
Waimairi	18	17	6%	18
Total	2,096	2,140	-2%	2,096

Ward	Cleaned Graffiti latest month - mtrs2	Cleaned Graffiti previous month - mtrs2
Banks Peninsula	155	89
Burwood	105	142
Cashmere	189	104
Central	1718	1,575
Coastal	485	670
Fendalton	191	114
Halswell	119	101
Harewood	314	580
Heathcote	1624	1,451
Hornby	177	151
Innes	276	171
Linwood	503	328
Papanui	134	58
Riccarton	267	138
Spreydon	320	254
Waimairi	29	13
Total	6605	5,936

Reporting Hot Spots

Streets/Locations with the most reported graffiti

Street	# of Tickets - Latest Month	# of Tickets - Previous Month
Colombo Street	22	18
Avon Riverbank Central City	15	16
Cathedral Square, Worcester to Colombo	15	18
Ferry Road	14	11
Cathedral Square	13	3
Linwood Park	11	10
Beverley Park	10	2
Bishopdale Park	10	4
Bradford Park	9	
Hereford Street	9	4
St Asaph Street	9	4
Thomson Park	9	9
Brougham Street, Waltham to Wilsons	8	
Carlisle Street, Buchan to Gasson	8	4
Margaret Mahy Family Playground	8	9
Rail Corridor, Main North Line between Blighs and Wairakei	8	7
Scott Park Ferryroad	8	1
South New Brighton Park	8	3
Armagh Street	7	2
Cashmere Riverbank Reserve	7	12
Cass Street, Orbell to Colombo	7	
Cathedral Square, Colombo to Worcester	7	
Hagley Park North	7	7
Hereford Street \ Barbadoes Street, Central City	7	2
Main Road, McCormacks Bay to McCormacks Bay	7	5
Peterborough Street	7	
Riccarton Road	7	7
Shirley Road, Warden to Marshland	7	4
Armagh Street, Huanui to Madras	6	1
Bealey Avenue, Bishop to Madras	6	
Cashel Street \ Colombo Street, Central City	6	3
Frankleigh Street, Sparks to Alvarez	6	1
Hansen Park	6	

Removal Hot Spots

Locations with the most graffiti removed (m2)

Street	Cleaned Graffiti Square Metres
Pilgrim Place	196
North Parade, Averill to Banks	170
Thomson Park	170
Carlisle Street, Colombo to Buchan	164
South New Brighton Park	161
Attlee Crescent, Truman to Truman	130
Bishopdale Park	129
Colombo Street \ Bath Street, Central City	112
Lawson Street \ Colombo Street, Sydenham	100
Washington Way Reserve	99
Bridle Path Road, Tunnel to Bridle Path	90
Innes Road \ Queen Elizabeth II Drive, Mairehau	90
Main South Road, Weaver to Greenhurst	90
Mandeville Reserve	85
Dyers Road, Wickham to Francella	84
Summer Road, Watsons to Reserve	81
Heathcote Riverbank, True Right East	80
Colombo Street, Carlisle to Moorhouse	76
Lismore Street \ Falsgrave Street, Waltham	76
Manchester Street, Hereford to Worcester	74
Tuam Street, Mata to Manchester	72
Waltham Park	72
Fenchurch Street, Lambeth to Lambeth	70
Buckleys Road \ Sewell Street, North Linwood	68
Opouira Knights Stream Park	68
Cathedral Square, Worcester to Colombo	66
Windsports Park	63
Linwood Park	61
McCormacks Bay	60
Cass Street, Orbell to Colombo	59
Hansen Park	56
North Parade, Midway to Poulton	55
Waltham Road \ Mowbray Street, Waltham	55
Hagley Park South	51

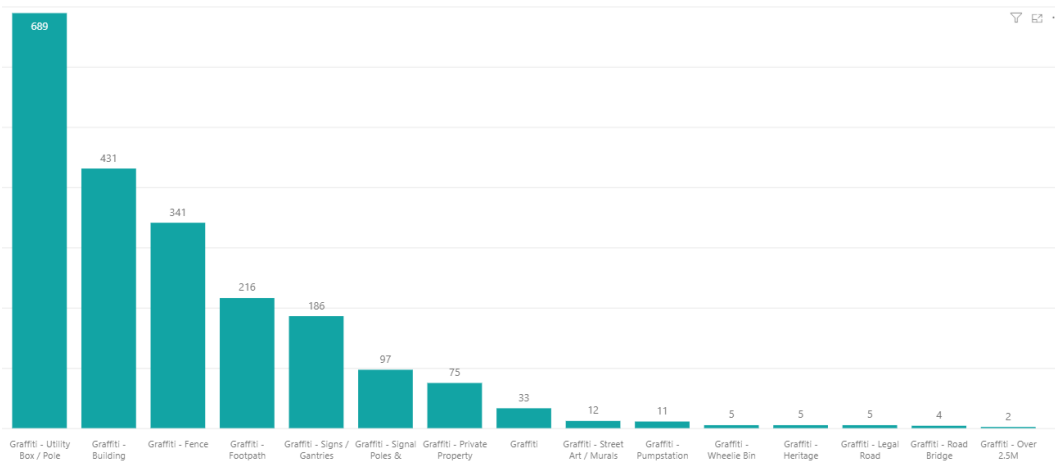
2023

Item 12

Top 5 Volunteer Reporters

52%

Monthly Draw Winner: **Jesse**



Tagger referred to Police Youth Aid

Story - My minimalist design is to show how our lives looked during the period of covid where we spent most of our time at our comfort home

Ticket Report

01 02 2024 - 29 02 2024

Filter by Ward

Banks Peninsula

Filter by month

2024 (Year) + February (Month)

Tickets Reported in February 2024

605

Reported Tickets last month

Status as of Report Date

Pending - Programmed ...

16

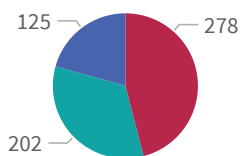
Open

139

Closed/Resolved

450

Channels



Phone/Email/Walk-in
Snap, Send, Solve
Website

Currently Open Tickets

139

Open Tickets*

18

avg open ticket age (days)

63

Escalated tickets*

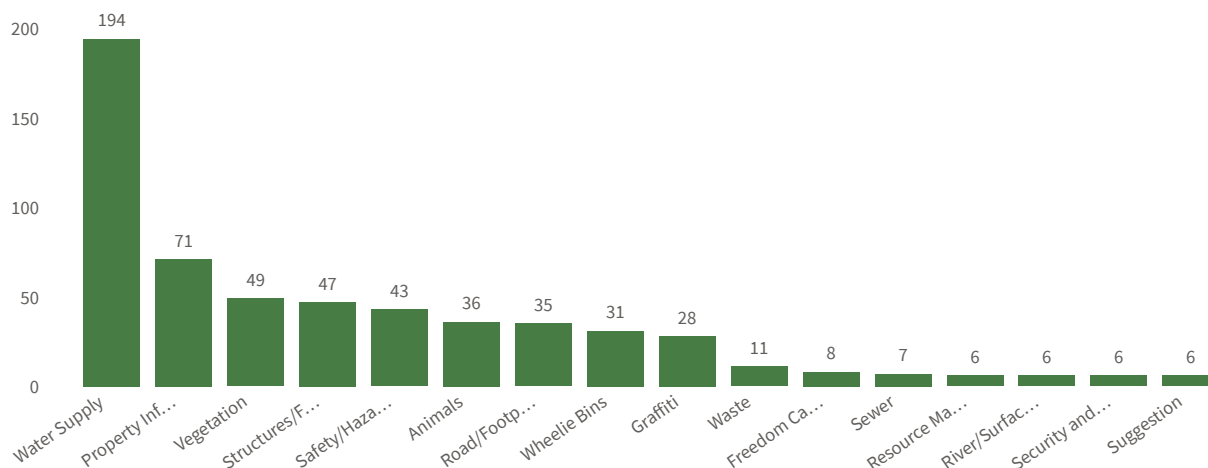
1368

Total Currently Open Tickets

*Open as of report date, reported during filtered period

Top 15 Incident Categories

Banks Peninsula



Top 10 Object Categories

# Tickets	ObjectCategory
131	Water Leak
31	Water Supply
28	Graffiti
26	Garden/Landscaped Area
26	Residential LIM
25	Residential Property Files
24	Building Maintenance
20	Trees
19	Damaged Bin
18	Signup Water Outage Subscription Service

Report date:

18 Mar 2024

Christchurch
City Council

Item 12

Attachment C

Memos

Christchurch
City Council 

Memo

Date: 7 March 2024
From: Kelly Hansen, Manager Parks Planning and Asset Management
To: Te Pātaka o Rākaihautū Banks Peninsula Community Board
Cc:
Reference: 24/202292

HMNZS Steadfast - update on lease for Cass Bay Residents' Association

1. Purpose of this Memo Te take o tēnei Pānui

- 1.1 To inform the Community Board of the process for a ground lease to the Cass Bay Residents' Association (CBRA) at HMNZS Steadfast.
- 1.2 To provide information on the testing and management of asbestos in the park.

2. Confidentiality

- 2.1 The information in this memo is not confidential and can be made public.

3. Origin Te Pūtake tanga mai

- 3.1 At its meeting on 7 August 2023, the Board approved consultation on a ground lease to the CBRA for the purpose of constructing a community facility in the area west of the Wardroom at HMNZS Steadfast.
- 3.2 At a briefing meeting on 27 November 2023, the Board requested a process outline and timeline for the Steadfast reserve ground lease to the CBRA.
- 3.3 In October 2023, the Defence Force requested asbestos reports for HMNZS Steadfast, prompting additional inspections in accordance with our asbestos management plan, which recommends inspections every two years. The findings from these inspections are summarised below.

4. Decisions Required Ngā take me whakatau

- 4.1 For information purposes.

5. Key Points Ngā Take Matua

Ground Lease

- 5.1 Following the Community Board decision to approve consultation on a ground lease to the CBRA, Council staff initiated a land survey and a geo technical survey to assist in determining the exact placement of the proposed community facility and to inform detailed design. The investigations also cover the area of TS Godley's proposed accommodation building.
- 5.2 The topographical features identified in the land survey will influence the building placement, site grading requirements (excavation), and utility services. The geotechnical report assesses

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Attachment D

Memos



- soil conditions, bearing capacity, and potential risks such as soil instability. This will influence foundation and structural design, and any stabilisation that may be required such as retaining walls.
- 5.3 The final reports will be available by the end of March. Staff will provide the reports to the CBRA and TS Godley to assist with their design work.
 - 5.4 The next steps in the lease process will be dependent on the outcome of the additional asbestos testing discussed below.
 - 5.5 If asbestos issues can be satisfactorily addressed, then the process for progressing the CBRA lease is:
 - Agree the exact location of the proposed building and lease area with the CBRA, informed by land survey, geo technical information, access requirements, consenting requirements, and the CBRA's building design. The timeframe will be driven by the CBRA's design process.
 - The CBRA will need to demonstrate feasibility of the proposed facility including:
 - Evidence of community demand and anticipated use.
 - Ability to meet all regulatory requirements including district plan, and resource and building consents.
 - Financial sustainability of both capital construction costs and ongoing operational costs.
 - Once the planning work is completed and all required information has been submitted by the CBRA, Council staff will undertake community consultation on the proposed ground lease and building. The preference is to consult on both the CBRA and TS Godley proposals at the same time. The consultation timeframe is approximately 2-3 months.
 - Once consultation has been completed, Council staff will report to the Community Board with all relevant information for a decision on whether to approve the lease.

Asbestos

- 5.6 We have conducted asbestos testing in the existing buildings, as recommended in our asbestos management plan, which confirms the presence of asbestos in the Drill Hall, Wardroom, Ammunitions Bunker 10, Laboratory building, and the Quartermasters Shed. Air monitoring was clear in all but the Ammunitions Bunker, but there were positive swabs inside the buildings and in the area immediately surrounding them. The affected buildings have subsequently been closed and entry is restricted. The garage returned a negative result and is safe to use.
- 5.7 Testing was extended to the proposed lease areas. One positive soil test result was returned for the proposed CBRA area. It was also noted that the retaining wall behind the Wardroom has presumed asbestos.
- 5.8 The planting areas were sampled and returned one positive result. However, the north-western planting area close to the former ammunition store returned positive samples.
- 5.9 Soil samples along the track area tested negative. Mowing the track areas is not considered to be a risk to human health. Areas directly around the buildings will be avoided for now. The park can remain open for public use of the tracks.
- 5.10 The CBRA and TS Godley have been informed of the results. The park remains open at this stage, except for the contaminated buildings.

Memos

Christchurch
City Council 

- 5.11 Additional sampling and testing is being done to determine asbestos concentrations compared to safety guidelines. This includes sampling behind the retaining wall adjacent to the proposed CBRA site. Once the reports are finalised, we will consider any implications on park activities with input from asbestos experts. Staff will provide a further update once we have determined an appropriate response and recovery plan.

6. Financial Implications Ngā rara ahumoni

- 6.1 Budget Code: The land survey, geotech, and asbestos investigations are being funded from CPMS 65404 Groynes and Steadfast Building Renewals.

7. Significance Te Hiranga

- 7.1 The proposed CBRA lease is of medium significance and is of local interest.

8. Community Interest and Consultation Ngā Aronga me ngā Whiriwhiringa i te Hapori

- 8.1 Community consultation is yet to be undertaken on the proposed CBRA lease and building.

9. Risk Mitigation Te Whakamauru Tūraru

- 9.1 There are significant challenges associated with the proposed CBRA facility including site constraints, consenting requirements, costs, and community views.
- 9.2 The CBRA will need to demonstrate that they are able to meet all regulatory and financial requirements. While staff will assist them as much as possible, it is the responsibility of the CBRA to address any issues related to their project.
- 9.3 The Community Board will make the final decision on whether to approve a lease.

10. Next Steps Te neke whakamua

- 10.1 Provide the Land Survey and Geotechnical reports to the CBRA and TS Godley to inform their design detail and building placement.
- 10.2 Complete detailed site asbestos investigations.
- 10.3 Discuss outcomes of the asbestos investigations with the CBRA and TS Godley and update the Community Board.
- 10.4 Confirm building placement, design, and feasibility with the CBRA.
- 10.5 Proceed with community consultation and report to the Community Board for approval of the lease.

Attachments Ngā Tāpirihanga

No.	Title	Reference
A	HMNZS Steadfast Asbestos Soil Testing 2024 Fig02	24/380545
B	HMNZS Steadfast Asbestos Soil Testing 2024 Fig03	24/380556
C	HMNZS Steadfast Asbestos Soil Testing 2024 Fig04	24/380563

Memos

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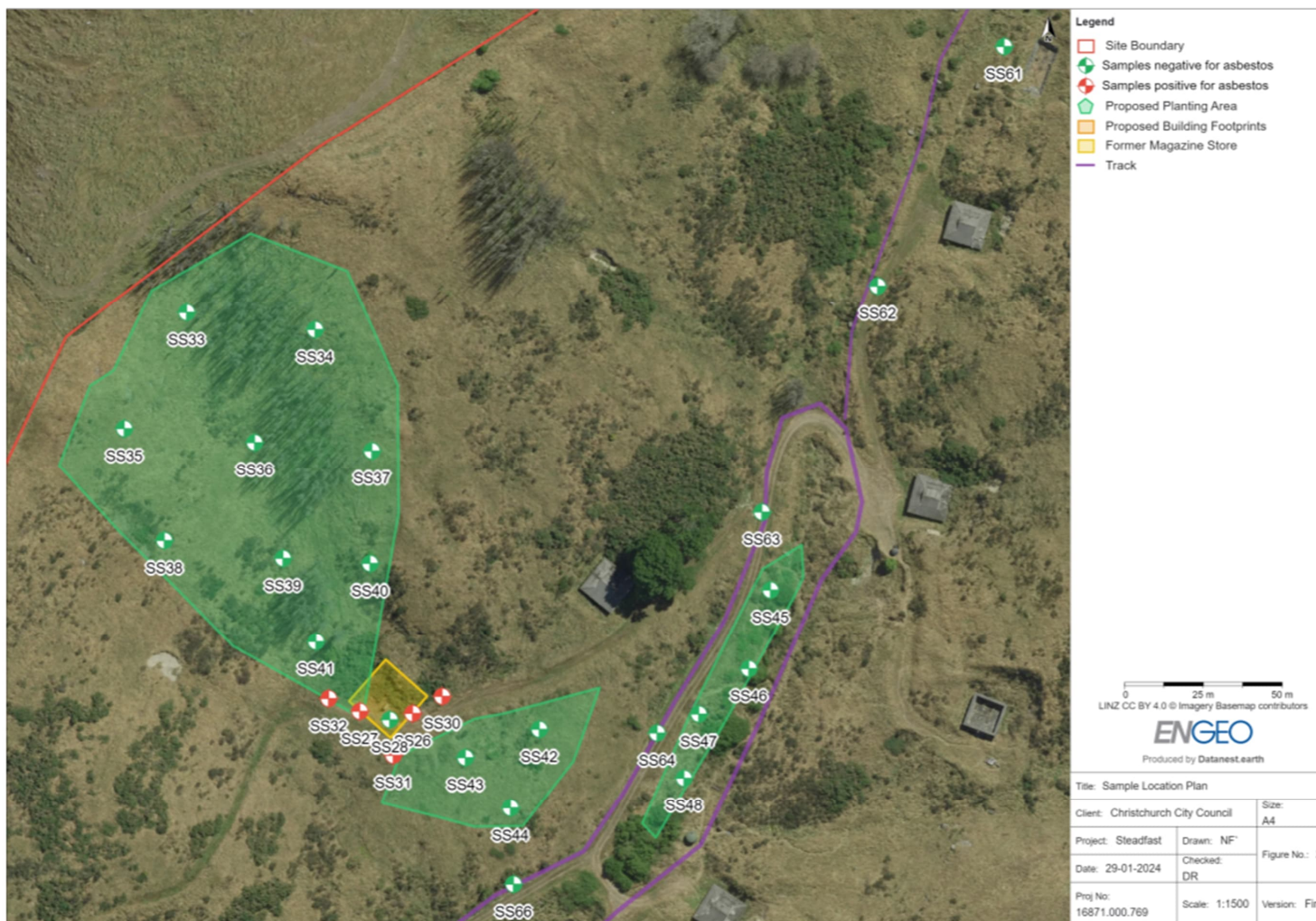
Signatories Ngā Kaiwaitohu

Authors	Kelly Hansen - Manager Parks Planning & Asset Management Maria Adamski - Senior Parks Asset Planner Paul Devlin - Head Ranger Port Hills & Banks Peninsula
Approved By	Kay Holder - Manager Regional Parks Rupert Bool - Acting Head of Parks

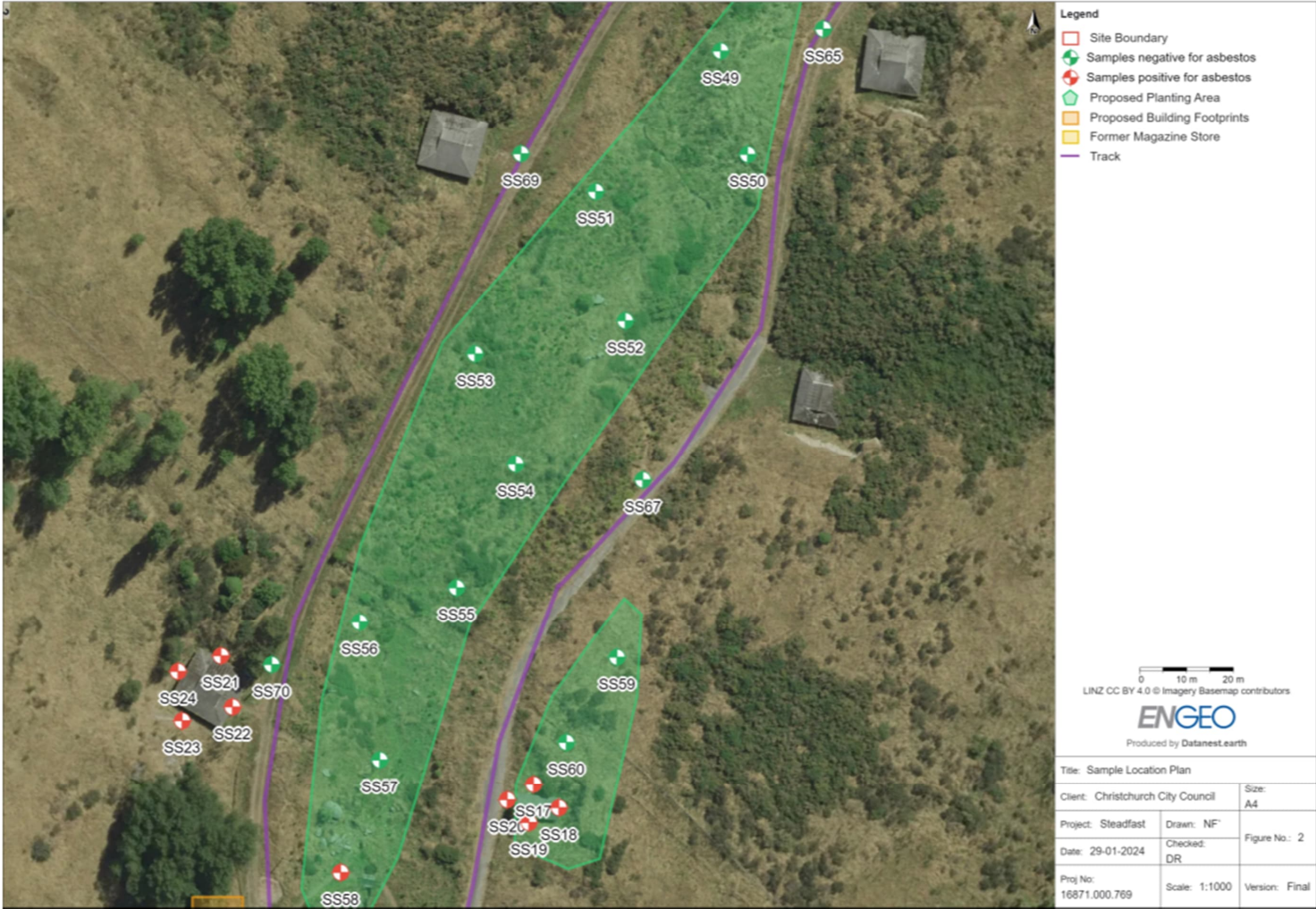
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Attachment D

Memos



Memos



Memos



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

This item provides an opportunity for Board Members to update each other on recent events and/or issues of relevance and interest to the Board.

Karakia Whakamutunga

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