



## Christchurch City Council

# LYTTELTON/MT HERBERT COMMUNITY BOARD AGENDA

WEDNESDAY 18 APRIL 2007

AT 4.00 PM

DIAMOND HARBOUR COMMUNITY CENTRE,  
WAIPAPA AVENUE, DIAMOND HARBOUR

**Community Board:** Claudia Reid (Chairperson), Jeremy Agar, Stuart Bould, Ann Jolliffe, Dawn Kottier, Bob Parker

**Acting Community Board Principal Adviser**

Peter Dow

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- PART B 12. LYTTELTON/MT HERBERT COMMUNITY SUPPORT FUND SUBCOMMITTEE – REPORT OF 15 MARCH 2007**
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1. **APOLOGIES**

2. **CONFIRMATION OF MEETING REPORT – 7 AND 21 MARCH 2007**

The reports of a Joint Lyttelton/Mt Herbert and Akaroa/Wairewa Community Board's extraordinary meeting and the ordinary meeting of the Lyttelton/Mt Herbert Community Board held on 7 and 21 March 2007 respectively has been **separately circulated**.

3. **DEPUTATIONS BY APPOINTMENT**

4. **BRIEFINGS**

4.1 **David McNaughton**, Transport and Greenspace re Local Roding Projects Update

5. **PETITIONS**

6. **CORRESPONDENCE**

The following item of correspondence has been received:

- **Diamond Harbour and Districts Historical Society Inc** re Stoddart Weir (Claudia ex your email from Jan Studholme refers). To be tabled.

7. **NOTICES OF MOTION**

8. **LYTTELTON/MT HERBERT COMMUNITY BOARD'S DISCRETIONARY FUND 2006/07 – PROPOSED ALLOCATION**

<b>General Manager responsible:</b>	General Manager Regulation and Democracy Services, DDI 941-8549
<b>Officer responsible:</b>	Democracy Services Manager
<b>Author:</b>	Peter Dow, Acting Community Board Principal Adviser

**PURPOSE OF REPORT**

1. To propose that the Board consider an allocation being made from the balance of its 2006/07 discretionary budget towards Anzac Day services at Lyttelton and Diamond Harbour.

**EXECUTIVE SUMMARY**

2. An application has been received from the Lyttelton Anzac Day Organising Committee for funding assistance towards the costs associated with the planning, advertising and holding of this year's service at the Lyttelton Cenotaph.
3. The cost of the service is estimated at \$3000 and it is expected that up to 400 people are likely to attend the mid morning event on 25 April 2007.
4. Expenses incurred involve the preparation and implementation of a traffic management plan, the provision of service sheets, a sound system, seating and the after-service hire of a venue including refreshments for attendees. The Organising Committee has obtained some sponsorship worth approximately \$600 to offset some of these costs. A copy of their application will be available at the Board meeting.
5. The Diamond Harbour service is much smaller in scale with planning and hosting arrangements being undertaken by the local community.

**8. Cont'd**

**FINANCIAL IMPLICATIONS**

**Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?**

- 6. Yes, the Board has a remaining balance of \$9,155 available for allocation from its discretionary budget for 2006/07. Page 177, Volume 1 of Our Community Plan 2006/16 refers.
- 7. An allocation of up to \$1,500 is proposed for consideration by the Board from its discretionary fund to assist in the successful conducting of this years Anzac Day services in the Lyttelton Harbour Basin.
- 8. Funding is also available from the operational budgets of Council Business Units.

**LEGAL CONSIDERATIONS**

**Have you considered the legal implications of the issue under consideration?**

- 9. There are no direct legal issues involved. A Traffic Management Plan for the Lyttelton service has been submitted to the Council and approved.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

- 10. As per paragraph 7. above

**Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?**

- 11. Not applicable.

**ALIGNMENT WITH STRATEGIES**

- 12. Not applicable.

**Do the recommendations align with the Council's strategies?**

- 13. Not applicable.

**CONSULTATION FULFILMENT**

- 14. Not applicable.

**STAFF RECOMMENDATION**

It is recommended that the Board consider allocating up to \$1,500 from its 2006/07 discretionary fund towards the 2007 Anzac Day community services at Lyttelton and Diamond Harbour.

**9. LYTTTELTON/MT HERBERT RESERVES DISCRETIONARY FUNDING 2006/07 – PROPOSALS FOR UNALLOCATED FUNDING**

<b>General Manager responsible:</b>	General Manager City Environment, Jane Parfitt, DDI 941-8656
<b>Officer responsible:</b>	Transport and Greenspace Manager, Michael Aitken
<b>Author:</b>	Parks & Waterways Area Advocate, Ann Liggett

**PURPOSE OF REPORT**

- 1. The purpose of this report is to propose the allocation of the Boards remaining 2006/07 Reserves Discretionary funding.

## 9. Cont'd

### EXECUTIVE SUMMARY

2. The balance of the Reserves Discretionary Fund is currently \$20,000.
3. There is no provision to seek "carryovers" into 2007/08 for any funds that have not been committed/expended by 30 June 2007.
4. Following a seminar meeting on Wednesday 28 February several reserve related projects were identified for assessment by staff.

### Proposals for 2006/07 Allocation

5. The following projects have been identified for the allocation of the remaining Reserves Discretionary Funds:

#### **Lyttelton Recreation Ground Drinking Fountain \$7,000**

This is a well utilised sports park for both sports use and informal recreation which currently does not have a drinking fountain. Feedback received from representatives of the Management Committee were supportive of the possible installation of a drinking fountain. There will be no problem with a water connection on this site.

#### **Charles Upham Clock Replacement Seat \$3,000**

The current seat is in urgent need of replacement with the timber being split, areas have been broken off and bolts holding the seat on are exposed (photos attached).

#### **Pony Point Seating and Picnic Tables \$5,000**

Following a site visit with the Cass Bay Reserves Committee representatives, the majority of the planting as per the landscape plan prepared in 2002 has been carried out. Areas have been identified on this plan for seats and picnic tables which have yet to be installed.

#### **Planting Project \$5,000**

Several sites have been identified as possible areas to do some landscape enhancement work.

- Signal Box Site
- Large tree area by Godley House
- Car park area of the cemetery in Stoddart Reserve

### FINANCIAL IMPLICATIONS

6. All of the above projects total \$20,000 which is the outstanding balance of the Reserves Discretionary Fund.

### **Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?**

7. As above.

### LEGAL CONSIDERATIONS

8. There are no legal considerations.

### **Have you considered the legal implications of the issue under consideration?**

9. Not applicable.

**9. Cont'd****ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS****10. LTCCP  
Parks, Open Spaces and Waterways – Page 123**

Community – By providing welcoming areas for communities to gather and interact.  
Environment – By offering opportunities for people to contribute to projects that improve our city's environment.

**Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?**

11. As above.

**ALIGNMENT WITH STRATEGIES**

12. Social Wellbeing Strategy  
Recreation and Sports Strategy  
Natural Asset Management Strategy  
Environmental Policy

**Do the recommendations align with the Council's strategies?**

13. As above.

**CONSULTATION FULFILMENT**

14. Not applicable.

**STAFF RECOMMENDATION**

It is recommended that the Lyttelton/Mt Herbert Community Board considers the allocation of its remaining 2006/07 Reserves Discretionary Fund from the above listed projects.

**10. REUTER SCENIC RESERVE – FORESTRY RIGHT**

<b>General Manager responsible:</b>	General Manager City Environment, Jane Parfitt
<b>Officer responsible:</b>	Transport and Greenspace Manager, Michael Aitken
<b>Author:</b>	Lewis Burn, Property Consultant, DDI 941-8522 Kay Holder, Regional Parks Team Manager, DDI 941-8797

**PURPOSE OF REPORT**

1. The purpose of this report is to seek the Board's recommendation to the Council to formally accept an offer from Mr Horst Reuter to gift the cutting rights he holds over two plantations of mainly eucalyptus trees on Reuter Scenic Reserve.

**EXECUTIVE SUMMARY**

2. The Council holds as Scenic Reserve some 23 hectares on the Port Hills adjacent to Dyers Pass Road above Governors Bay. This land which formed part of a property was gifted to the Council in 1994 by Mr and Mrs Reuter who retained about 3 ha of land around the house.

3. As part of the conditions of this land gift the Council agreed to the Reuters retaining cutting rights over two eucalyptus woodlots covering approximately 1.7 hectares of the reserve. The cutting rights were retained in the form of a Memorandum of Grant of Forestry Right registered against the title to the scenic reserve. This right is for a term of 40 years from 1 August 1996 and ceases on the earlier of expiry, 31 July 2036 or the felling of all trees to stump level.

**10. Cont'd**

4. Mr Reuter has approached the Council expressing his wish to now gift this Forestry Right to the Council. On accepting this offer this would mean that the right would extinguish and merge with the Council's title leaving the Council free to manage the trees in any way it sees fit.
5. A forestry consultant who was involved in the planning and establishment of the two plantations from 1984 onwards has provided an initial report on these trees. This report gives a description of the current state of the trees and comments on issues with harvesting the trees. When the trees are owned by the Council further work will be done on the options for managing and/or harvesting the trees for economic and environmental benefits. Before questions can be answered to make a reasonably accurate assessment of any financial benefit there may be from these plantations, further study is needed. For the time being the offer should be accepted with gratitude as there are clearly benefits to the Council in being able to manage as it sees fit, the vegetation as a whole on the reserve.

**FINANCIAL IMPLICATIONS**

6. There will be legal process costs that rightfully the Council should bear to have the forestry right formally conveyed to the Council. These costs are estimated to be around \$1,000.
7. The trees do not need any significant maintenance and any costs will be covered within the current LTCCP by the operational budget for Port Hills, Regional Parks. Any on-going financial implications with the management of the trees will be covered in future LTCCPs but this need not impact on the decision to accept Mr Reuter's offer to gift the cutting rights.

**Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?**

8. Not applicable.

**LEGAL CONSIDERATIONS**

**Have you considered the legal implications of the issue under consideration?**

9. As there is no delegation from the Council to any officer in relation to the subject matter it is necessary for the Council to formally accept or decline the gift offered.
10. The Board, whilst not having the delegation to make the decision to accept or decline the proposed gift, does however have the power to make a recommendation to the Council.
11. The proposed gift will result in the transfer to the Council of a legal property right in the form of the extinguishment of a registered Memorandum of Grant of Forestry Right. The effect of this will be to extinguish the existing legal right of Mr Reuter to harvest the trees and to transfer ownership and responsibility for those trees to the Council.
12. If the Council resolves to accept the gift the Council's Legal Services Unit will arrange for the necessary documentation to be prepared, signed and registered to give effect to the gift.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

13. Parks, open spaces and waterways – Regional Parks. These parks are used for informal recreation, conservation of natural resources and scenic values, and cultural and heritage preservation.

**Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?**

14. Yes. Proposed track linkages within the reserve connecting Sugarloaf Reserve and Reuter Scenic Reserve to the residential area of Governors Bay may utilise these woodlots.(Regional parks walkways development). The existence of these woodlots provides important canopy connections between areas of regenerating native forest while restoration plantings become established in the surrounding areas (Port Hills restoration projects).

**10. Cont'd****ALIGNMENT WITH STRATEGIES**

15. Not applicable.

**Do the recommendations align with the Council's strategies?**

16. Not applicable.

**CONSULTATION FULFILMENT**

17. Not applicable. The asset owning Unit, Transport and Greenspace, supports accepting the offer to take these trees over to enable the Scenic Reserve to be managed as a single entity for its environmental, recreational and scenic values.

**STAFF RECOMMENDATION**

- (a) That the Lyttelton/Mount Herbert Community Board recommend that the Council accept Mr Horst Reuter's offer to gift the cutting rights held in Forestry Grant A256619/1.
- (b) That all costs associated with legally conveying the forestry grant to the Council be met by the Council.
- (c) That a letter of appreciation be sent to Mr Reuter expressing the Council's thanks for his offer to gift the forestry right.

**11. BOARD REPRESENTATION ON THE SUMMIT ROAD SOCIETY INC**

<b>General Manager responsible:</b>	General Manager, Regulation and Democracy Services
<b>Officer responsible:</b>	Democracy Services Manager
<b>Author:</b>	Peter Dow, Acting Community Board Principal Adviser, 941 5604

**PURPOSE OF REPORT**

1. To submit for the Board's approval a request received that Mr Jeremy Agar be appointed as the Board's representative on the Summit Road Society Inc.

**EXECUTIVE SUMMARY**

2. The following letter has been received form the Executive Secretary of the Summit Road Society Inc:

*"Jeremy Agar was previously the Banks Peninsula District Council representative on the Summit Road Society's Board. Last year, he was elected to our Board in a personal capacity. Jeremy has proved to be an invaluable member of the Board, particularly in respect of any issues that affect the Lyttelton side of the Port Hills, and the harbour basin in general. In addition, he has a firm commitment to the work of the Society and is a member of our "Eastenders" volunteer work party.*

*Jeremy has expressed his willingness to stand again as a Society Board member, and there is little doubt that he will be re-elected at our Annual General Meeting in March. However, both Jeremy and the other Board members feel that it would be to our mutual benefit if he is formally recognised as your Community Board's representative.*

*The Summit Road Society is very appreciative of the local body representation on its Board, and we feel that this is an important link between our work and advocacy, and the local community. Currently there are representatives on the Board from Selwyn District Council, Hagley/Ferrymead Community Board and Spreydon/Heathcote Community Board. In addition we enjoy a close working relationship with the City Council's Port Hills Rangers, one of whom regularly attends our meetings, and the Department of Conservation.*



**11. Cont'd**

*I would be pleased to know therefore if you are able to confirm Jeremy Agar as the Lyttelton/Mt Herbert Community Board's representative."*

**COUNCIL POLICY**

3. The Council's 23 August 2005 policy relating to the appointment of Council representatives on outside bodies states:

*"That the Council appoint formal representatives on outside organisations only where the proposed appointment will be of clear public benefit or benefit to the Council, or where the appointment is required for statutory reasons, or under the provisions of the relevant trust deed or constitution etc. of the organisation concerned"*

4. It is considered that the appointment of a Board representative will be of clear public benefit to both the Lyttelton/Mt Herbert community and to the Council.

**FINANCIAL IMPLICATIONS**

5. Apart from the reimbursement of mileage expenses incurred in attending meetings by the appointee, there are no other financial implications for the Council relating to the appointment proposed.

**Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?**

6. Attendance at meetings is covered by the elected members' remuneration provisions contained in Volume 1, pages 113 and 115, Democracy and Governance of the Council's 2006/16 Our Community Plan.

**LEGAL CONSIDERATIONS**

**Have you considered the legal implications of the issue under consideration?**

7. There are no legal issues involved.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

8. Pages 111 to 115, Volume 1, of the Council's 2006/16 Our Community Plan refer.

**Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?**

9. Not applicable.

**ALIGNMENT WITH STRATEGIES**

10. Not applicable.

**Do the recommendations align with the Council's strategies?**

11. Not applicable.

**CONSULTATION FULFILMENT**

12. Not applicable.

**STAFF RECOMMENDATION**

It is recommended that the Board consider the request for Mr Jeremy Agar to be appointed as the Board's representative on the Summit Road Society Inc.

## 12. LYTTELTON/MT HERBERT COMMUNITY SUPPORT FUND SUBCOMMITTEE – REPORT OF 15 MARCH 2007

<b>General Manager responsible:</b>	General Manager Regulation & Democracy Services
<b>Officer responsible:</b>	Secretariat Manager
<b>Authors:</b>	Acting Community Board Principal Adviser, Peter Dow, DDI 941 5604

### PURPOSE OF REPORT

1. The purpose of this report is to submit the following outcomes of the Subcommittee's meeting held on 15 March 2007.

#### **Report of a meeting of the Lyttelton/Mt Herbert Community Support Fund Subcommittee held on Thursday 15 March 2007 at 3.30 pm, Lyttelton Service Centre**

**PRESENT:** Claudia Reid (Chairperson), Jeremy Agar and Ann Jolliffe.

### APOLOGIES

1. Nil.

### APPOINTMENT OF CHAIRPERSON

2. Claudia Reid was appointed as Chairperson of the Subcommittee.

### LYTTELTON/MT HERBERT COMMUNITY SUPPORT FUND – REQUESTS FOR FUNDING ASSISTANCE

3. The Subcommittee considered a report from the Acting Community Board Principal Adviser on requests received for funding assistance from the Tug Lyttelton Preservation Society (Inc) and the Lyttelton Reserves Committee (Whaka Raupo and Reserve 68).
4. At its meeting on 21 February 2007 the Board established the Subcommittee with a 2006/07 budget of \$2,000 and gave the Subcommittee delegated authority to consider requests from the community and to decide on funding allocations.

#### **Tug Lyttelton**

5. With regard to the approach received from Tug Lyttelton, members noted that in September 2007 the Society is to commemorate the 100<sup>th</sup> year of the tug with the publication of a centenary book to mark the occasion. The cost of production is \$10,192 for which the Society has received a \$2,000 grant from the Creative Arts Council. The Society has sought assistance from the Board as a contribution towards the production costs of the book.
6. The Subcommittee acknowledged the sterling ongoing work being undertaken by the Society's members and its group of volunteers and felt that some funding assistance from the Board would be appropriate.
6. Given the importance of this maritime heritage event, members requested that the Council's Communications staff be asked to arrange appropriate publicity to mark the occasion.
7. The Subcommittee **resolved** that a grant of \$750 from the Lyttelton/Mt Herbert Community Support Fund be made to the Tug Lyttelton Preservation Society (Inc) as a contribution towards the production costs of the Society's centenary book.

#### **Lyttelton Reserves Committee**

8. The Subcommittee considered a funding request of \$500 from the Lyttelton Reserves Committee towards the costs of producing and distributing a leaflet in Lyttelton, Cass Bay and Corsair Bay to publicise and promote the reserves and to recruit volunteers for weed control and plant regeneration. The total cost of the project was estimated at \$800.

**12. Cont'd**

9. Although acknowledging the merits of the idea, members considered that further work was needed on the contents of the intended brochure and that assistance from the Council's Communication staff could be sought in this regard. It was also felt that the possible involvement and inclusion of other local reserves groups should be ascertained.
10. The Subcommittee therefore **agreed** to defer the funding request to allow the above aspects to be investigated and that in the interim, the Lyttelton Reserves Committee be advised of the Board's willingness to again consider the funding request at a later stage.
11. Arising from the above considerations, it was also **agreed** that opportunities to acknowledge the importance of the local volunteer sector be noted as a topic of discussion as part of the proposed Board Seminar programme.

The meeting concluded at 4.17 pm.

**STAFF RECOMMENDATION**

That the report be received.

**13. BOARD MEMBERS' INFORMATION EXCHANGE**

Board members are invited to provide any updates on community/Council issues.

**14. BOARD FUNDS UPDATE**

**Attached** is a schedule with current information on the balances of the Board's 2006/07 reserves and discretionary funds.

**15. ACTING COMMUNITY BOARD PRINCIPAL ADVISER'S UPDATE**

**15.1 CURRENT ISSUES**

The Acting Community Board Principal Adviser will update the Board on current issues.

**15.2 CUSTOMER SERVICE REQUESTS 9 MARCH TO 11 APRIL 2007**

**Attached** for members information.

**16. MEMBERS' QUESTIONS**