



Christchurch City Council

LYTTELTON-MT HERBERT COMMUNITY BOARD AGENDA

TUESDAY, 15 APRIL 2008

AT 9:30 AM

**MEETING ROOM
LYTTELTON RECREATION CENTRE
25 WINCHESTER STREET, LYTTELTON**

Community Board: Paula Smith (Chairperson), Jeremy Agar (Deputy Chairperson), Ann Jolliffe, Claudia Reid, Dawn Kottier and Douglas Couch

Community Board Adviser

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- PART A - MATTERS REQUIRING A COUNCIL DECISION
- PART B - REPORTS FOR INFORMATION
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1. **APOLOGIES**

2. **CONFIRMATION OF MEETING REPORT – 18 MARCH 2008**

The report of the Board's ordinary meeting of 18 March 2008 is **attached**.

STAFF RECOMMENDATION

That the report of the Board's ordinary meeting held on 18 March 2008 be confirmed.

15. 5. 2008

**LYTTELTON/MT. HERBERT COMMUNITY BOARD
18 MARCH 2008****A meeting of the Lyttelton/Mt Herbert Community Board
was held on Tuesday 18 March 2008 at 9.30 am**

PRESENT: Paula Smith (Chairperson), Jeremy Agar, Doug Couch, Ann Jolliffe, Dawn Kottier and Claudia Reid.

APOLOGIES: An apology for lateness was accepted from Claudia Reid who arrived at 9.40am and was absent for Clause 6.

PART B – REPORTS FOR INFORMATION**1. CORRESPONDENCE****1.1 Diamond Harbour Community Association**

An item of correspondence was received from the Diamond Harbour Community Association, asking several questions regarding Godley House and its long term maintenance and conservation.

The Board **received** this correspondence and asked that it be passed to Corporate Support Unit staff for comment.

2. DEPUTATIONS BY APPOINTMENT**2.1 Lyttelton Rotary Club – Libby Ornsby**

Gary Horan, of the Lyttelton Rotary Club addressed the meeting, on behalf of Libby Ornsby, who was unable to attend. He tabled a presentation and a concept plan for a proposed memorial wall for:

- people who have been lost at sea,
- people who have had their ashes scattered at sea
- people who need somewhere to go to reflect
- people who have family or friends whose remains are resting at sea

The wall would have a picture of Lyttelton on it made up of individual tiles with peoples names on them. The Rotary Club would spearhead the project and had already had a very favourable response to funding enquiries.

The Club was seeking initial approval for the project from the Board, as well as approval to site the wall in the reserve above the Plunket Rooms on Sumner Road. This site was selected from 17 prospective sites because of its historical significance, its closeness to the town and its accessibility. It was also considered it would provide a visual attraction and enhance what was currently an under-utilised area. A letter of support for the project from the curator of the Lyttelton Museum, was tabled.

The Board generally supported this concept and acknowledged that the favoured site could be suitable for a number of reasons. Board members noted that a similar proposal had been put to the Board over 12 months ago.

The Board **decided** to ask for an urgent report from staff on this proposal and the feasibility of using the suggested site.

2. Cont'd

2.2 Corsair Bay Reserve House - Brenda Dargan

Brenda Dargan, the Vice President of the Lyttelton Workingmen's Club addressed the Board regarding the future of the Corsair Bay Reserve House.

Ms Dargan outlined a number of concerns including the possible demolition, when she considered it to be in sound structural condition, with no obvious signs of dereliction and that there could be a prospective tenant who was willing to carry out the necessary repairs, to the standard required by Council. She also indicated that the house had historic significance.

The Board noted that people concerned with the future of the house could make a submission to the Corsair Bay Reserve Management Plan, which was currently open for public consultation.

3. COMMUNITY BOARD ADVISERS UPDATE

The Community Board Adviser updated the Board on the issues relating to Port Levy Gum Trees.

The Board **decided** to ask staff for an urgent report to the next Board meeting, on the removal of these trees.

4. BRIEFINGS

4.1 Diamond Harbour Elderly Housing – Kevin Bennett, City Housing Manager

Kevin Bennett addressed the Board regarding a request that had come from the Diamond Harbour community for the Council to assist with the provision of housing for the elderly.

Mr Bennett noted that Council staff were currently preparing a brief for a research project into what is needed in the way of social housing across the whole city, including Banks Peninsula. The Board would be asked for feedback into the research project.

4.2 Local Roothing Projects Update – David McNaughton, Asset Engineer

David McNaughton attended the meeting and updated the Board on local roading issues. Staff were asked to verify the legality of a "road" that was currently used to access Ski Bay (Wreck Bay).

Members raised the issue of cyclist warning signs that had been recently erected, and then removed, from local roads. Members felt that the signs, which indicated motorists should have a 1.5 metre gap when overtaking cycles, were very effective and they suggested that some could be re-erected.

The Board **decided** to ask staff for a report as to whether or not the cyclist warning signs that had recently been erected and then removed on roads in the district could be re-erected..

The Board decided to ask staff for information on the following issues:

- Bridal Path Road – intersection of Hawkhurst and Ticehurst whether a small parking lot could be provided for people who left cars there when they walked over the hill.
- Rapaki bus shelter area – whether yellow no stopping lines are needed as campervans have been parking there.
- Maintenance required for the gum tree stumps on Purau-Port Levy Road, that are regenerating and causing drainage problems, before the coming winter.

5. BOARD MEMBERS INFORMATION EXCHANGE

Members made specific mention of the following matters:

- Project Lyttelton – still collating information on projects, including Te Reo, carving school and weaving school.
- Allandale Reserve – gates now locked and chains across entrance. Other building requests for reserve being assessed by Council staff.
- Lack of petrol pumps in Lyttelton Harbour Basin. The Board agreed to raise the issue when it met with local Members of Parliament.
- Lyttelton Tunnel – deluge system to be installed this year.
- Reserve 68 – excellent work still being carried out. Plantings planned for Arbor Day and educational programmes being implemented.
- London Street Sculpture – Lyttelton Community Arts Council has commissioned a concept sculpture from Mark Whyte.
- Lyttelton Youth Council – is going through a down time. Several people had offered to help and it appears that the group will be resurrected.
- Civic Awards – Margaret Jefferies from Lyttelton received an award for her work with Project Lyttelton and the farmers market.
- Ministry of Social Development – Noeline Allan who is contracted to the Ministry requires a sponsor as she was previously sponsored by Work Peninsula which is now defunct. A report on this issue will be put to a joint meeting of the Board's.

PART C – DELEGATED DECISIONS

6. CONFIRMATION OF MEETING REPORT

The Board **resolved** that the report of the ordinary meeting held on Thursday 21 February 2008 be confirmed.

7. 2007/08 PROJECT AND DISCRETIONARY FUNDING – SIX MONTH ACCOUNTABILITY REPORT

A report was presented to provide the Board with a six month update on the balance of its 2007/08 project and discretionary funding allocations and progress on the expenditure of those funds.

The Board **resolved** to receive the information in the six monthly accountability report.

8. JAMES DRIVE PLAYGROUND UPGRADE AND LANDSCAPE ENHANCEMENT

A report was presented, asking the Board to approve the final landscape plan for the playground upgrade and landscape enhancement for James Drive Playground and to proceed to detailed design and construction.

Staff also asked the Board to allocate \$5,000 from the reserve discretionary fund to assist in providing sheltered planting around the play area, following a number of requests from the community during the playground consultation.

It was questioned whether an access at the eastern end of the park had been considered and staff replied that they were working on this with the developer of the adjacent property.

8. Cont'd

The Board **resolved** to:

- (a) approve the final landscape plan (File Reference LP221501) for James Drive Reserve Playground Upgrade and Landscape Enhancement and to proceed to detailed design and construction.
- (b) allocate \$5,000 from the reserve discretionary fund to assist in providing sheltered planting around the play area.

9. ENVIRONMENT CANTERBURY – CHRISTCHURCH AREA COMMITTEE – BOARD REPRESENTATION

A report was presented to the Board, inviting it to consider the appointment of a Board representative to be a member of Environment Canterbury's Christchurch Area Committee.

The Board **resolved** to appoint Board member Jeremy Agar to Environment Canterbury's Christchurch Area Committee.

The meeting concluded at 11.40am.

CONFIRMED THIS 15TH DAY OF APRIL 2008

Paula Smith
CHAIRPERSON



3. DEPUTATIONS BY APPOINTMENT

3.1 GOVERNORS BAY FORESHORE PROJECT – SALLY TRIPP

Sally Tripp wishes to address the Board regarding the Governors Bay Foreshore Project.

3.2 LYTTELTON POLICE – SGT. PHIL NEWTON

Sergeant Phil Newton will attend the meeting to discuss local issues with the Board.

4. CORRESPONDENCE

5. PRESENTATIONS OF PETITIONS

6. NOTICES OF MOTION

7. LYTTTELTON-MT. HERBERT COMMUNITY BOARD DISCRETIONARY FUNDING

General Manager responsible:	General Manager Regulation & Democracy Services, DDI 941-8462
Officer responsible:	Democracy Services Manager
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

1. The purpose of this report is to:
 - (a) Seek a resolution from the Board on the funding for ANZAC Day Commemorative Services that the Board has historically had an involvement with.
 - (b) Inform the Board of a number of other specific projects, with which it has had an historical involvement, that have now had funding applications submitted to the Strengthening Communities Fund.
 - (c) Establish a Lyttelton-Mt Herbert Discretionary Fund sub-committee to consider urgent applications to the Board's Discretionary Fund.

EXECUTIVE SUMMARY

2. The Board has previously agreed in principle to fund a number of activities from its Discretionary Fund. Those activities are:
 - ANZAC Day Commemorative Services
 - Christmas Lights – erection
 - Neighbourhood Week celebrations
 - Community Service Awards
 - Christmas Decorations/Banners
3. The Board has also in its previous term had a sub-committee to consider urgent applications to its Discretionary Fund that cannot wait until the next scheduled Community Board meeting. That committee has not been established to date in this term. It is proposed that the Committee be re-established with delegated authority to consider and approve such urgent applications and that its decisions be reported back to the Board for record purposes.

ANZAC Day Commemorative Services

4. The Board has historically funded commemorative services on ANZAC Day, in Lyttelton and Diamond Harbour. Under Banks Peninsula District Council this funding was provided as part of the Board's operational budget. That budget is no longer available and staff have advised that funding now needs to be sourced through the Board's funding schemes.
5. Costs for the ANZAC Day services have increased considerably in recent years due to the necessity of having to implement a road closure in Lyttelton on the roads where the marches are held. The costs at Diamond harbour are minimal as the service is organised locally by the Diamond Harbour Volunteer Fire Brigade and there is no road closure needed. Costs are quoted/estimated at:

Lyttelton		Diamond Harbour	
Road closure implementation	1,275.00	Road closure (not applicable)	
Wreath	80.00	Wreath	80.00
Catering	250.00	Catering	60.00
Service Sheets	35.00	Piper & bugler	140.00
TOTAL	\$ 1,640.00	TOTAL	\$ 280.00

6. Staff are recommending that for the 2007/08 year the funding for ANZAC Day services be sourced from the Boards Discretionary Funding. In future years funding for ANZAC Day can be sought from the Strengthening Communities Scheme. A bid has been submitted for this for the 2008/09 year.

7. Cont'd

Christmas Lights – erection

7. The Board has previously funded the erection of the Christmas lights in the tree at the Holy Trinity Church. As with the ANZAC Day costs, the cost of erecting the lights was previously funded from the Board's operational budget, which is no longer an option.
8. Staff are recommending that the erection of the Christmas lights be funded from the Board's Discretionary Funding for 2007/08, and future years.

Neighbourhood Week Celebrations

9. Neighbourhood Week, held in October each year, is not something that the Banks Peninsula Community Boards have previously been involved with, however it is something that Christchurch Community Boards support. Last year there were enquiries from some Banks Peninsula communities regarding funding for Neighbourhood Week, when the availability of such funding was advertised by the Council.
10. Staff have submitted bids to the Strengthening Communities Scheme for funding for Lyttelton-Mt Herbert communities for the 2008/09 Neighbourhood Week.

Community Service Awards

11. The two Banks Peninsula Community Boards have agreed that they will consider Community Service Awards on a triennial basis, in the second year of each Board term. Costs associated with Community Service Awards under Christchurch City Council, are funded by each Community Board, traditionally through their Project Funding, which has now been replaced by the Strengthening Communities Scheme.
12. Staff have submitted bids to the Strengthening Communities Scheme for Akaroa-Wairewa and Lyttelton-Mt Herbert for the 2009 Community Service Awards.

Christmas Lights/Banners

13. At a seminar the Board requested that costings be obtained for some type of Christmas decorations in Lyttelton. The Board expressed a preference for banners of some kind, rather than lights.
14. If the Board wishes to formalise this request, staff will investigate costings for Christmas banners, or decorations, and report back to the Board in the 2008/09 financial year with a recommendation for funding from the Discretionary Fund, if appropriate.

FINANCIAL IMPLICATIONS

15. There are no financial implications outside existing budgets.
16. The current balance of the Boards \$15,000 Discretionary Fund is as follows:

- OnBoard Newsletter printing	560.50	Status – funded
- Applications in this report	1,920.00	Status – pending
- Staff recommendations on community applications	12,200.00	Status – pending

TOTAL \$ 14,680.50

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

17. Yes

7. Cont'd

LEGAL CONSIDERATIONS

18. Under the Community Board delegations, the Board has "*absolute discretion over the implementation of the discretionary funding allocation of \$15,000, (subject to being consistent with any policies or standards adopted by the Council).*"
19. The Board and/or staff are entitled to submit bids to the Strengthening Communities Funding Scheme.

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

20. Yes.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

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

21. Yes. The Board's discretionary funding is part of the Community Grants services on page 103 of the 2006-16 LTCCP.

ALIGNMENT WITH STRATEGIES

22. The recommendations in this report align with:
 - Strengthening Communities Strategy
23. The recommendations also specifically align with the following Board objectives:
 - Promoting the participation of Akaroa-Wairewa residents in recreation, sporting and cultural events/programmes.

Do the recommendations align with the Council's strategies?

24. As above.

CONSULTATION FULFILMENT

25. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Board resolve to:

- (a) Allocate \$1,920.00 from its 2007/08 Discretionary Fund for ANZAC Day Commemorative Services in Lyttelton and Diamond Harbour.
- (b) Appoint a funding sub-committee, with delegated authority, for the balance of the triennial term, consisting of the Chairman or Deputy Chairman plus two Board members, to consider and approve urgent applications to the Discretionary Fund that cannot wait until the next Board meeting.

8. APPLICATIONS FOR BOARDS DISCRETIONARY FUND

General Manager responsible:	Community Support Unit, DDI 941-8534
Officer responsible:	Community Development Manager
Author:	Community Development Adviser – Philipa Hay

PURPOSE OF REPORT

1. To provide the Board with the information required to assess funding applications received from the community for discretionary funding from the Lyttelton/Mt Herbert Community Board.

EXECUTIVE SUMMARY

2. The Community Board advertised for applications from community groups and organisations requiring funding for projects which met the criteria and expected outcomes applicable to the Board's Discretionary Fund.
3. The attached matrix outlines the proposals received from the groups applying for funding assistance, the amounts requested, the alignment with community outcomes and staff recommendations.

FINANCIAL IMPLICATIONS

4. There are no ongoing financial implications. The Board has a discretionary budget and all disbursements made will be covered by this.

Do the Recommendations of this Report Align with 2006-2016 LTCCP budgets?

5. The recommendations contained within this report align with 2006-2016 budgets and the Board's discretionary funding budget.

LEGAL CONSIDERATIONS

6. Under the Community Board delegations, the Board has *"absolute discretion over the implementation of the discretionary funding allocation of \$15,000, (subject to being consistent with any policies or standards adopted by the Council)."*

There are no further legal considerations required for the recommendations contained in this report.

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

7. Yes.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

8. The applications received align with the LTCCP and Activity management plans

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

9. The recommendations contained in this report align with the LTCCP; Community Support, Arts and Activity management plans.

8. Cont'd

ALIGNMENT WITH STRATEGIES

10. The applications align with the Strengthening Communities Strategy, Arts Policy and Strategy, Heritage Conservation Policy.

Do the recommendations align with the Council's strategies?

11. The recommendations align with Council Strategies.

CONSULTATION FULFILMENT

12. Not Applicable

STAFF RECOMMENDATION

It is recommended that the Lyttelton/Mt Herbert Community Board approve the staff recommendations, contained in the attached matrix, for disbursement of the Board's 2007/08 discretionary funds.

2007/08 COMMUNITY BOARD DISCRETIONARY FUND - PROJECTS FOR CONSIDERATION

Priority Rating:

1. Meet Board objectives/community outcomes - require a funding contribution.
2. Meet criteria to lesser degree but more suitable for group to seek funding elsewhere - board-funding support not needed or could be funded another scheme eg Metro.
- 0 Did not meet any above criteria - staff recommend not fund.

Appl No	Group	Project/Service Description	Amount Requested	Alignment with Board Objectives, LTCCP Outcomes and Council Strategies	Expected Outcome(s) of Project	Need Supported By	Financial Risk	Delivery Risk	Funding History	Staff Recommendation	Staff Priority
1	Project Lyttelton (PPL)	Provision of a community education programme within the Lyttelton Harbour Basin. Total cost = \$39,549	\$1000.00 To cover: Marketing costs : Programme/advertising = \$796 Travel costs for tutor = \$204.	Primary alignment with Board objective: 9. Recognising the need to retain and enhance core community services to Banks Peninsula communities Primary alignment with Community Outcome: - Provide community based programmes which enhance basic life skills - Reduce or overcome barriers to participation The project is consistent with: - Strengthening Communities Strategy	Reduced barriers to access for 300 people during the course as people no longer have to travel to Christchurch for this service.	MSD Community Initiatives Project – research.	Canterbury Community Trust has provided \$27,599 for the purchase of the mobile computer suite. Tutor costs have already been covered with ACE funding Participants will contribute \$5 each – a total of \$3200 Financial risk is low.	Project Port Lyttelton is an incorporated society and has delivered a range of well supported projects from its inception. Adequate marketing will help ensure the harbour communities are aware of this programme and what is provided. If there is insufficient uptake for a particular programme it will be discontinued Delivery risk is low.	2007/8 – \$3000 Lyttelton Summer Street Party 2007 – \$10,000 Lyttelton Festival of Lights 2006/7 – \$3000 Lyttelton Summer Street Party 2006 - \$10,000 Waste Minimisation Project	That the Board allocate \$1000 to Project Lyttelton in order to market this community education programme adequately.	1
2	Diamond Harbour Under 20 Trust	An internet café is operating out of the church hall. The café is used by local young people but is also available to other groups. This trust received 6 computers from CCC towards the end of last year (2007)	\$400.00 To cover: Purchase of a printer.	Primary alignment with Board objective: 9. Recognising the need to retain and enhance core community services to Banks Peninsula communities Primary alignment with Community Outcome: - Provide community based programmes which enhance basic life skills - Reduce or overcome barriers to participation The project is consistent with: - Strengthening Communities Strategy	With the purchase of a printer, the internet café will continue to be used by young people and others in the community but will be able to provide a more comprehensive resource, properly utilizing the computers already available.	The young people in the Diamond Harbour community have demonstrated their interest in this café by their regular attendance and use of this resource. Older people also have access to the café at specified times – this is a community resource.	The premises have been secured for this purpose along with the computers. Financial risk is low.	In its short history, this group have provided group activities for the young people in Diamond Harbour on a regular basis. They have a successful café operating with 30-40 regular users. Delivery risk is low.	NA This group has been operating since November 2007	That the Board allocate \$400 to the Diamond Harbour Under 20 Trust in order to purchase a printer for their suite of computers, which will enable this group to use this resource to its fullest potential.	1
3	Volcano Radio Incorporated	Volcano Radio has re-established community radio in the Lyttelton Harbour Basin. It is a not-for-profit commercial free radio station to which volunteers' contribute	\$5800.00	Primary alignment with Board objectives: 3. Enhancing the culture, heritage and identity of Lyttelton-Mt Herbert communities through the built, natural and working environments.	The Radio will be accessible to all communities within the harbour basin. (Currently Governors and Cass Bays do not receive a signal). The website will be able to properly complement the	This radio provides a local voice for our communities. It spans an eclectic mix of music, local and current events, information sharing, shows catering for different age groups from young children (story	This group is new. They are currently producing radio. They have few funds on hand, but the members are committed to supporting the	The delivery risk regarding the transmitter is low as they are a functioning radio station. Development of the website is more involved – but	NA This group has been operating since November 2007	That the Board allocate \$5800 to Volcano to boost the current transmitter to ensure full coverage over the whole of the harbour basin and	1

Appl No	Group	Project/Service Description	Amount Requested	Alignment with Board Objectives, LTCCP Outcomes and Council Strategies	Expected Outcome(s) of Project	Need Supported By	Financial Risk	Delivery Risk	Funding History	Staff Recommendation	Staff Priority
		<p>time and equipment.</p> <p>1. The group wishes to boost the current transmitter to ensure full coverage over the whole of the harbour basin. Transmitter = \$1500</p> <p>Installation/engineer = \$500</p> <p>2. Develop and manage their website which is currently a 'cover page'. This supports all areas of the station and will grow into their 'live streaming' on the internet. Website creation phase 1 = \$4000</p> <p>Total cost = \$6000</p>		<p>7. Promoting the participation of Lyttelton-Mt Herbert residents in recreation, sporting and cultural events/programmes.</p> <p>Primary alignment with Community Outcome:</p> <ul style="list-style-type: none"> - Increase participation in and awareness of community, recreation, sports, arts, heritage and environment groups programmes and local events. - We value leisure time and recognise that the arts, sports and other recreational activities contribute to our economy, identity, health and wellbeing. - Reduce or overcome barriers to participation. <p>The project is consistent with:</p> <ul style="list-style-type: none"> - Strengthening Communities strategy. 	<p>programming at the station (and is a necessary step in preparation for live streaming.)</p>	<p>time) and the array of groups we have.</p> <p>They offer an opportunity for training in aspects of show production</p> <p>This service is running totally on voluntary effort – 285 hours per week, from 52 volunteers. They have been operating since early February. Their members have a great deal of technical expertise.</p>	<p>operating costs as voluntary contributions until the funding streams are on track.</p> <p>Financial Risk is medium</p>	<p>essential as a tool for future developments, marketing and supporting the programmes available at present. It is seen as a crucial infrastructure.</p> <p>Delivery risk of the website is low.</p>			
4	Chalice Productions	<p>To assist in the production of a documentary film (Dancing with Ghosts) covering the northern sector of Banks Peninsula, covering people and landscape, historical material, identity and heritage.</p> <p>Total Cost \$18,070.00</p>	<p>\$2,500.00</p> <p>To cover: production costs</p> <p>(Half of the \$5,000 requested has been assigned to the Akaroa – Wairewa community)</p>	<p>Primary alignment with Board objectives:</p> <p>3. Enhancing the culture, heritage and identity of Lyttelton-Mt Herbert communities through the built, natural and working environments.</p> <p>7. Promoting the participation of Lyttelton-Mt Herbert residents in recreation, sporting and cultural events/programmes.</p> <p>Primary alignment with Community Outcome:</p> <ul style="list-style-type: none"> - We value leisure time and recognise that the arts, sports and other recreational activities contribute to our economy, identity, health and wellbeing. <p>The project is consistent with:</p> <ul style="list-style-type: none"> - Arts Policy & Strategy - Heritage Conservation Policy 	<p>This project would result in an hour long film on the northern sector of Banks Peninsula. In the encounters with people and the landscapes the district would be reaffirmed, historical material would be provided and the identity and heritage of the area would be promoted.</p>	<p>There is a very real need to preserve the history of our communities through various media. The documentary would make Banks Peninsula better known to the people of Christchurch and New Zealand</p>	<p>Chalice Productions is an informal partnership but has a proven record in that it has already produced a first-rate historical documentary (Woman in White) about the Wairewa area and a film of Port Hills poems.</p> <p>Financial Risk is low.</p>	<p>The partnership has already proven that it is able to budget for and make an historical documentary. The costings for this production appear realistic and the plot outline has been well researched and designed.</p> <p>There is low delivery risk.</p>	2005 - \$1,000	<p>That the Board allocate \$2,500 to Chalice Productions to assist in the production of a documentary film (Dancing with Ghosts) covering the northern sector of Banks Peninsula, covering people and landscape, historical material, identity and heritage.</p>	1

Appl No	Group	Project/Service Description	Amount Requested	Alignment with Board Objectives, LTCCP Outcomes and Council Strategies	Expected Outcome(s) of Project	Need Supported By	Financial Risk	Delivery Risk	Funding History	Staff Recommendation	Staff Priority
5	Diamond Harbour Community Early Childhood Centre	Quantity surveying services to provide an estimate of costings for the proposed building to enable funding to be sought for this project. Total surveying costs \$2,500	\$2,500.00	Primary alignment with Board objectives: 9. Recognizing the need to retain and enhance core community services to Lyttelton-Mt. Herbert communities. Primary alignment with Community Outcome: - Reduce or overcome barriers to participation The project is consistent with: - Strengthening Communities Strategy	The survey will be completed for the proposed building design for the centre.	The Community Board funded the group's 2005 Independent Needs Analysis	Financial Risk is low	There is a low delivery risk	2005 – Needs Analysis (\$5000) 2007 – Admin Costs \$1,500	That the Board allocate \$2,500 to the Centre to enable fundraising for the building to progress.	1

9. LYTTELTON HARBOUR ISSUES GROUP

Attached is a letter dated 19 March 2008 and notes from the Lyttelton Harbour Issues Group held on 11 December 2008.

STAFF RECOMMENDATION

It is recommended that the Board receive the letter dated 19 March 2008 and notes from the Lyttelton Harbour Issues Group held on 11 December 2008.

Lyttelton Harbour Issues Group

**“To improve the harbour environment and habitat and achieve a fair balance
between all interests”**

Chair: Claire Findlay
Facilitator: Shelley Washington
Ph: 364 9878

19 March 2008

~~Peter Dow~~ 

Lyttelton/Mt Herbert Community Board Advisor
Christchurch City Council
PO Box 237
CHRISTCHURCH

Dear Peter

**LYTTELTON HARBOUR ISSUES GROUP
NEXT MEETING: TUESDAY 1 April 2008, GOVERNORS BAY COMMUNITY CENTRE
6.30 – 9:00PM**

The notes from the discussion at Governors Bay Fire Station on Tuesday 11 December 2007 following the Lyttelton Harbour Issues Group Field Tour with ECan and CCC staff are attached. These notes have also been emailed to all others who are not on the LHIG mailing list but either attended, gave their apologies or were unable to attend⁴⁴.

Other people may be interested in the Lyttelton Port Company part of the meeting. You are welcome to bring them along and they are welcome to stay for part or all of the meeting.

The agenda is very full, so please be on time.

6:30pm Supper and Welcome
6.45pm Lyttelton Harbour Issues Group meeting

The agenda for our next meeting is as follows:

1. **Lyttelton Port Company** – outline of proposed deepening of shipping lane in harbour (**6:45pm – 7:30pm**)
2. Attendance and apologies (7:30pm)
3. Minutes and Matters arising from last regular meeting (27 November 2007), and notes from the field tour (11 December 2007), and notes from the combined meeting with Akaroa Harbour Issues Working Party (29 January 2008).
4. Report on **combined meeting with Akaroa Harbour Issues Working Party**

⁴⁴ *Apart from the media that were unable to attend.*

Our Ref: NO2C/364
Your Ref:
Contact: Shelley Washington

5. Report on **Field Tour**, reports back on actions completed, discuss remaining actions
6. Report on **Black Point** subdivision
7. Report on Governors Bay Landcare Group's **Native Fish in the Streams of the Lyttelton Harbour Basin** meeting
8. Discuss actions from **last regular meeting**, 27 November 2007
9. SWIM update
10. General Business
 - a. Update from CCC
 - b. Update from ECan
 - c. Update from the Lyttelton Harbour Waste Water Working Party
 - d. Update from the Lyttelton/Mt Herbert Community Board
 - e. Chairperson role
 - f. Bylaw changes
 - g. Other items

Reports and updates are simply informal report backs/comments from anyone who will be present at this meeting. If you are unable to make it but do want to report back on something, please email Shelley something brief to be read out, or if longer, a document that can be tabled. If possible ask someone you know that is able to make it to the meeting to report back on your behalf.

As the agenda is very full, we will not be able to discuss actions from the field trip and last regular meeting in as much depth as required, however we would like to identify volunteers to work on these (with support) between this meeting and the next one.

If you have any questions or comments please feel free to contact me on 364 9878 or shelley.washington@ecan.govt.nz

I look forward to seeing you there.

Yours sincerely



Shelley Washington
**On behalf of the
LYTTELTON HARBOUR ISSUES GROUP**

LYTTELTON HARBOUR ISSUES GROUP

"To improve the harbour environment and habitat and achieve a fair balance between all interests"

LYTTELTON HARBOUR ISSUES GROUP FIELD TOUR WITH ECAN AND CCC STAFF

NOTES FROM DISCUSSION AT GOVERNORS BAY FIRE STATION, Ernest Adams Drive
ON TUESDAY 11 DECEMBER 2007

Purpose of Field Tour as stated in invites: to improve communication and understanding between the parties in regards to finding solutions to reduce the impacts on streams and the harbour from sediment and stormwater runoff from subdivisions and roading. The group wishes to meet with ECan and CCC staff at a few locations that demonstrate these issues to see what works and what doesn't work, and then work together to identify what could work better.

Notes about notes ☺

Notes were not taken during the field trip, these are notes from discussion session at Governors Bay Fire Station, not necessarily in order of discussion, and not formal minutes. Notes taken by Jenny Bond, whiteboard notes taken by Shelley Washington, combined and typed up by Shelley Washington.

Names in brackets after questions (Q), comments (C) and answers (A) are the persons noted as making the statement – we endeavoured to be accurate but it was a very hot day ☺

CCC = Christchurch City Council, ECan = Environment Canterbury, LHIG = Lyttelton Harbour Issues Group, GBLG = Governors Bay Landcare Group

FIELD TOUR STARTED 3:30PM, Discussion following supper began at 6:45pm**ATTENDED:**

Claire Findlay	Corsair Bay, LHIG Chairperson
Kate Bould	Governors Bay, LHIG
Paul Pritchett	Church Bay, LHIG, Community SWIM Coordinator, Church Bay Neighbourhood Association
Ann Jolliffe	Lyttelton-Mt Herbert Community Board, LHIG
Jeremy Agar	Lyttelton-Mt Herbert Community Board, LHIG
Helen Chambers	Governors Bay, GBLG, LHIG, SWIM sampler (came to introductions and discussion)
Shelley Washington	Resource Care Coordinator, facilitator for LHIG, ECan
Jenny Bond	Resource Care Coordinator, facilitator for AHIWG, ECan
Vikki Wilmore	Section Manager RMA Compliance and Enforcement, ECan
Peter Savage	Environmental Protection Officer, ECan
Justin Cope	Coastal/Fluvial Resource Scientist, ECan
Lesley Bolton-Ritchie	Coastal Water Quality Scientist, ECan
Owen Southen	Senior Contract Manager, Land Drainage, CCC
Bob Hopkins	Planning Engineer, Asset & Network Planning Unit, CCC
Yvonne McDonald	Consultant Engineer, CCC
David McNaughton	Asset Planning Engineer Bridges & Structures, CCC
Bruce Arnold	Department Of Conservation
Paula Smith	Lyttelton-Mt Herbert Community Board (followed in own vehicle for most of the field trip)
Sally Tripp	GBLG (came to the discussion afterwards)
David Gregory	GBLG, LHIG, Senior Resource Management Planner Coasts & Biodiversity, ECan
Yvette Couch-Lewis	Rapaki, LHIG
Victoria Barker	Lincoln University student
Wybren de Vries	University of Canterbury student
Ron	Our bus driver from Advance Passenger Transport Ltd

APOLOGIES:

Councillor Eugenie Sage	ECan
Councillor Claudia Reid	CCC
Kent Wilson	Planner subdivisions, CCC

UNABLE TO ATTEND:

Tim Weight	Building inspection, CCC
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Nigel Morritt
Paul Gorman
Bill Woods

Bay Harbour News
The Christchurch Press
Springfield, LHIG

1.INTRODUCTIONS AND OUTLINE OF TOUR

Claire Findlay welcomed everyone and introduced herself and other LHIG members. Christchurch City Council, Environment Canterbury, and other local community members introduced themselves. Attendees wore name-tags.

Claire Findlay outlined the purpose of the field tour, and that LHIG acknowledges all the improvements that have already occurred through the efforts of the community, Christchurch City Council, and Environment Canterbury. Today's field tour is part of seeking to continue to improve understanding and dialogue and to help ensure the issues are addressed proactively.

2.ATTENDANCE AND APOLOGIES

Claire Findlay read out the apologies.

3. HEALTH & SAFETY BRIEFING

Shelley Washington and Jenny Bond gave a safety briefing, attendees wore high visibility vests and a first-aid kit and mobile phone were available.

4. FIELD TOUR BY BUS

4.1. Stop 1: Governors Bay - subdivision and 'rain garden'

4.2. Stop 2: Cass Bay – subdivision, road stormwater disposal & rural track issues

4.3. Stop 3: Between Rapaki and Governors Bay – road sediment and channelled stormwater disposal to land

4.4. Stop 4: Quarry (near Foleys Stream, Teddington)

We also stopped briefly outside the Wheatsheaf Hotel where flooding issues in relation to the stream were mentioned.

5. LIGHT SUPPER and Slide Show with commentary by Paul Pritchett on Black Point subdivision

6. DISCUSSION

6.1. Rooding and Subdivision:

Sub-topic: How councils keep eye on vulnerable sites

C: Yvonne has role in keeping Black Point developers honest (Yvonne McDonald)

C: CCC and ECan have joint meetings with developers/contractors involved in large vulnerable sites

C: Yvonne McDonald monitors activities and consents

Q: When people apply for consents do people go and visit the site? (Helen Chambers)

A: Yes certainly someone does (from ECan & CCC). However, whether the commissioner setting conditions or not, visits is different – the commissioner.

Q: How much scope for contractor in permitted activities? Peter Savage made comments on this.

Sub-topic: Width of roads in subdivisions

C: Roads at Black Point have to be 8m wide but most main roads on Banks Peninsula only 6m. Cuts are too wide and straight and steep. This creates more risk. (Paul Pritchett)

Q: Engineers seem to want lot of straight lines. Why can't the roads in subdivisions undulate and carriage ways be 6m wide instead of the 8m as required, as steepness means speed of vehicles is so slow don't need 8m at 20 km/hr. If carriage way reduced would be able to reduce cut into hill? (Paul Pritchett)

A: CCC appreciates the comments made by Paul Pritchett.

Sub-topic: Issue of channelled water coming off the roads and how this is disposed of

Q: Water coming off the roads - unclear regarding treatment and quantity? And how CCC will deal with the impact of stormwater they dispose of via channelling off roads that causes erosion on private and public land? (Claire Findlay)

A: Difficulty here is that developers are collecting the water that used to be absorbed by land and it is now discharged into stormwater infrastructure. Above each cut (development), water is diverted through a cut off drain, therefore discharge water that would otherwise run off the undeveloped land goes straight into the waterway (Bob Hopkins)

Q/C: Runoff/discharge of stormwater from roads into reserves and private land - clay getting into sea via soft bed streams that flow through reserves or private land (Claire Findlay and Kate Bould)

A: Retrofitting systems will take time, and the same issues also exist in Akaroa Harbour. Will take time to get up to speed with infrastructure/asset. Identifying areas at risk is a major task and then will remediate once funds become available (Owen Southen and Bob Hopkins)

C: CCC is employing a consultant to understand what is in Lyttelton Harbour and Akaroa Harbour in terms of identifying areas at risk and the current state of infrastructure/assets (Bob Hopkins).

C: Infrastructure design guidelines and Waterway and Greenspace guidelines. Cabbage trees and flaxes hold land and absorb water well (Bob Hopkins)

C: The group (LHIG) may be able to help CCC with volunteers for planting etc (Kate Bould)

C: Another option is cut off drains but these still have problems (Bob Hopkins)

C: CCC has a design standard for 'first flush' but problem is it concentrates water to one point (Bob Hopkins)

Sub-topic: Being proactive in addressing how stormwater, roads, and soils are managed

C: Need to look at banks, even between Governors Bay and Cass Bay, to look at options to mitigate sediment getting to the harbour via the streams between these areas.

C: We need to be future thinking. Should not be 'behind the eight ball'. Need to get 'up to speed' with the technology for managing cuts from roads. Councils need to look at drainage and how stormwater, roads, and soils are managed. These are council responsibilities (Yvette Couch-Lewis)

C: Need to manage erosion from roadways on Banks Peninsula (Yvette Couch-Lewis).

C: Need to look at stormwater system prior to development (Yvette Couch-Lewis).

C: This bus trip has raised issues for both Lyttelton and Akaroa Harbour Basins, that need to be looked at within this unit/section at CCC e.g. resourcing for stormwater, asset management, protocols etc (Owen Southen).

ACTION: Owen Southen will talk to Team Leaders in CCC across the whole of the asset about these issues. Owen will provide feedback to LHIG.

Sub-topic: Communication

C: Mentioned the suggestions and submissions already made by community. Pushing for those suggestions, not just from community level but also consultation as well as involvement of councils from construction to development phases. (Yvette Couch-Lewis)

C: CCC wishes to identify problem areas

C: Community can help CCC with this – so dialogue is important

ACTION: LHIG to make a register of areas of concern in Lyttelton Harbour and rank these and pass on to CCC for consideration and response e.g. 10/10 = big problem, 0 = no problem, 2-3 = potential problem (action suggested by Paul Pritchett)

ACTION: Vulnerable areas – LHIG to help by supplying CCC and ECan with information on vulnerable areas.

C: Would like to be involved by having better dialogue with CCC about solving some issues regarding eroded areas, such as remediating by planting, while waiting for CCC to spend 10 years understanding the asset/while overall improvement comes up to speed (Claire Findlay, Yvonne McDonald).

C: Over-consultation could have meant a one lane road for up to 3 years (Bob Hopkins).

C: Fair point, balance between too much consultation and not enough (Bruce Arnold).

C: Consultation important as community has much history and knowledge. Promote talking with people in the community, simple and informal such as a phone-call, does not have to be formal consultation process. Can save money in the long term (Yvette Couch-Lewis).

C: Concerns over connection between CCC and community to date, connection has not been as good as it was with BPDC. Community is adjusting to change from BPDC to CCC. Used to be at a person to person level but this no longer happens as CCC is so much larger. David McNaughton has been the one consistent thread as was at both BPDC and now at CCC, he has been very good. (Claire Findlay and Paul Pritchett).

C: Also need recognition of volunteer time.

Sub-topic: Streams

C: People don't know about streams e.g. on Banks Peninsula, they are meant to have rocky bottoms. People need to know what streams should be like so they look after the stream running through their property (Sally Tripp)

C: Suggested use CCC stormwater tank information on CCC website and take to local residents as an education tool (Bob Hopkins)

C: Kate Bould has sampled streams. Amount of sediment in streams is 'a slurry'. If possible, stormwater should not be put into the streams unless it is clean. Developers need to know what 'clean' stormwater is (Kate Bould)

C: Streams are not drains for stormwater, they need to be valued as waterways (Sally Tripp, Yvette Couch-Lewis)

C: Councils encourage streams to be used as drains.

C: A clearer message is needed.

C: Community wants to work with councils.

A: CCC treats stormwater as an asset, not a liability and are surface water managers, as per waterways and wetland guidelines (Owen Southern).

C: Both residents and Councils need to manage water (Sally Tripp).

C: CCC's approach (that takes into account key values of waterways) to city streams will extend to Banks Peninsula in time (Bob Hopkins)

ACTION: Governors Bay Landcare Group, LHIG, CCC and ECan to work together to determine what a realistic short, medium & long-term approach to providing education to residents about streams in Lyttelton Harbour/on Banks Peninsula (action suggested by Sally Tripp).

ACTION: Governors Bay Landcare Group with support from LHIG, CCC and ECan to provide a "Streams and Shore" workshop that has been requested by Sally Tripp of the Governors Bay Landcare Group for 2008.

(DONE - This 'Native Fish in the Streams of the Lyttelton Harbour Basin' meeting was held on Tuesday 11 March, speakers included Sjaan Charteris from Department Of Conservation about native fish and their habitat, and Peter Savage from Environment Canterbury who spoke about the regulatory requirements for streams.' Well done to Sally Tripp and the Governors Bay Landcare Group for organising this event, and thank you to the speakers and others who assisted).

6.2. Quarry

ACTION: Peter Savage of ECan will ask member of his team to look into quarry and **report back to LHIG via Shelley Washington**.

ACTION: Community members to please take photos when wind is blowing the quarry dust. Please note the date and time the photo was taken with/on the photos. Please also note if the photo was taken during or after a rainfall event, if possible.

ACTION: Community members to continue using the pollution hotline (03 366 4633 or 0800 76 5588).

ACTION: Community members to utilise the offer of 'person to person' contact made by **Yvonne McDonald** (mobile phone: 021 279 6399). Yvonne is happy to receive calls if people have concerns. Please bear in mind she works part-time, please leave a message on her mobile phone so that she can return your call when she is working.

ACTION: Community members to continue own water sampling.

7. MEETING CLOSE

Claire Findlay closed the discussion by thanking everyone for attending and lasting so long given the heat. This is a 'landmark meeting', and will be for the next two years, the last fire station meeting was held in 2005.

FIELD TOUR DISCUSSION CLOSED: 7:41pm

10. BRIEFINGS

10.1 DAVID McNAUGHTON – ROADING PROJECTS UPDATE

David McNaughton, Asset Manager will attend the meeting to update the Board on roading issues.



11. COMMUNITY BOARD ADVISERS UPDATE

11.1 ANZAC DAY SERVICES

The Community Board will again this year be hosting and/or taking part in the ANZAC Services at Lyttelton and Diamond Harbour. A road closure has been organised for Lyttelton, wreaths ordered for both Lyttelton and Diamond Harbour and funding requested through the Board's Discretionary Fund.

The Board needs to appoint an official representative to attend each service. Details of services are:

Lyttelton	9.00am	Soldiers Graves – public cemetery (15 mins)
	10.00am	Gather at Lyttelton Port Company building and march to Cenotaph for service at 10.15am
Diamond Harbour	10.30am	Assemble at Diamond Harbour Store and march to Community Hall for service at 11.00am

11.2 SUBMISSIONS

Consultations which are currently open for comment or have recently closed are:

CONSULTATION	SUBMISSIONS CLOSE(D)
Stoddart Point & Coastal Reserves Management Plan	2 April 2008
Corsair Bay Development Plan	7 April 2008
Water Related Services Bylaw	9 April 2008
Banks Peninsula Nuisances Bylaw Review	16 April 2008
Public Places Bylaw Review	16 April 2008
Public Consultation on the Draft Annual Plan	21 April 2008
Proposed Dog Control Policy & Bylaw 2008	28 April 2008
Environment Canterbury Draft Annual Plan	29 April 2008
Proposed Traffic & Parking Bylaw Review	1 May 2008
2008 Amendments to LTCCP	1 May 2008
Parks & Reserves Bylaw Review	14 May 2008
Marine Facilities Bylaw Review	14 May 2008
General Bylaw Review	14 May 2008

11.3 REPORTS ON CUSTOMER SERVICE REQUESTS 04 FEBRUARY – 31 MARCH 2008

Attached for members information:

- Complete Report
- PAM – Parks Maintenance
- STE – Street Cleaning/Sweeping
- STM – Street Maintenance
- TSS – Street Trees
- WAR – Water Reactive Maintenance

Streets Maintenance CSR Received By Community Board
from 4 Feb 2008 to 31 Mar 2008

As at 2 Apr 2008 11:55

Click on a type to drill down to subtypes

Call Types	Bur / Peg	Fen / Wai	Hag / Fer	Ric / Wig	Spr / Hen	Shr / Pap	Aka / Wai	Lyt / MfH	Unknown	Totals
GRA	230	166	345	155	178	222	1	2	12	1,311
PAG	9	3	6	3	6	6	0	3	2	38
PAM	272	180	275	211	232	223	24	31	64	1,512
PKE	39	35	64	55	35	48	4	3	10	293
SER	19	22	55	21	33	14	15	14	2	195
SET	3	0	0	0	0	0	0	0	0	3
STA	2	5	22	15	12	9	5	3	0	73
STB	21	10	13	22	8	2	1	0	5	83
STE	101	143	288	220	218	159	9	22	63	1,224
STF	59	47	105	97	86	63	2	5	2	467
STL	19	19	30	35	33	25	4	3	1	169
STM	60	52	132	153	139	82	24	24	38	704
STQ	20	27	36	20	24	28	1	9	6	171
STS	35	67	83	66	70	46	12	8	33	420
STW	8	1	8	2	6	4	1	1	3	34
STX	35	17	38	29	36	39	2	1	1	198
STY	31	26	65	32	45	41	1	6	3	250
TSA	49	63	49	60	55	55	2	3	3	339
TSS	70	168	79	86	158	103	4	18	7	693
WAQ	3	5	12	10	3	6	0	6	0	45
WAR	137	193	387	185	368	193	38	67	8	1,576
WWE	7	33	14	14	19	47	0	0	5	139
WWG	8	8	8	15	12	18	5	2	2	78
WWU	10	9	22	8	15	19	1	1	10	95
Totals:	1,247	1,301	2,137	1,514	1,791	1,451	157	233	280	10,110



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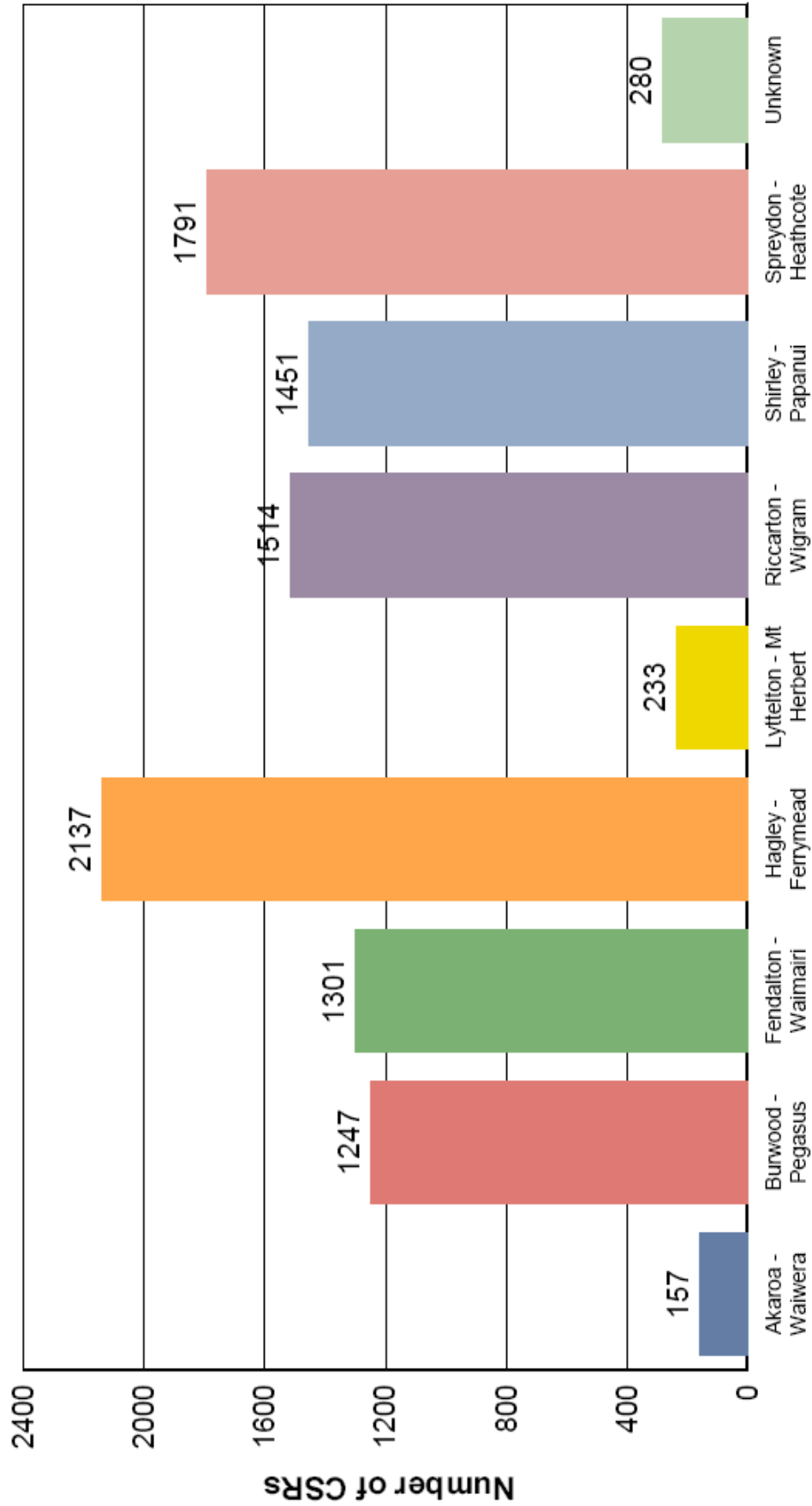
Streets Maintenance CSR Calls Received By Community Board
from 4 Feb 2008 to 31 Mar 2008

As at 2 Apr 2008 11:55

Click on a bar to drill down to Call Types for that Community Board



Number of CSRs



Streets Maintenance CSR Received By Community Board
from 4 Feb 2008 to 31 Mar 2008

As at 2 Apr 2008 12:35



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PAM Call Subtypes	Bur / Peg	Fen / Wai	Hag / Fer	Ric / Wig	Spr / Hea	Shr / Pap	Aka / Wai	Lyt / Mth	Unknown	Totals
PAM	272	180	275	211	232	223	24	31	64	1,512
Parks Maintenance										
BUILDNG	8	2	7	2	6	0	0	3	4	32
Maintenance of Buildings on Parks	13	1	10	2	18	8	0	1	4	57
CEAMAI	0	0	1	0	1	1	0	0	0	3
Cease maintenance	0	0	4	1	1	1	0	1	1	9
Clock, Statue, Fountain, Memorial	40	7	34	18	16	27	1	0	1	144
EOPMTN	0	0	1	1	0	1	0	0	0	3
Play Equipment Maintenance	25	26	18	29	30	33	1	1	16	179
FIRHAZ	4	6	1	2	3	1	0	2	0	19
Cutgrass- reduce fire hazard-HIGH	26	19	19	34	23	28	2	1	1	153
Field Maintenance	3	1	1	3	1	1	0	0	0	10
FLOODN	2	1	1	0	0	2	0	0	0	6
Flooding in the Park	9	7	10	6	5	7	1	0	2	47
FNCMTN	12	3	14	2	4	3	1	1	1	41
Fence Maintenance	2	5	4	2	4	7	1	1	0	26
Fence New	0	3	1	3	0	3	0	0	1	11
FNCNEW	0	3	1	3	0	3	0	0	1	11
Fence Replacement	25	12	35	10	17	5	0	2	0	106
Fence Replacement	0	3	0	0	1	2	0	0	0	6
Furniture Maintenance	2	2	8	3	2	3	0	0	2	22
Health & Safety-HIGH	26	20	25	19	24	19	3	3	4	143
Rats, Bees, Wasps	8	10	2	8	5	9	0	1	2	45
INSECTS	2	1	2	2	1	0	0	0	3	11
Inventory Addition Request	1	1	2	7	1	3	2	1	2	20
INVENT	5	8	6	5	7	3	0	1	4	39
Instruction to commence maintenance	0	0	0	0	0	1	0	0	0	1
INVTMTN	25	12	35	10	17	5	0	2	0	106
Irrigation	0	3	0	0	1	2	0	0	0	6
IRRIGN	2	2	8	3	2	3	0	0	2	22
Leaf Collection	26	20	25	19	24	19	3	3	4	143
LEAFCOL	8	10	2	8	5	9	0	1	2	45
Lighting on parks	2	1	2	2	1	0	0	0	3	11
LIGHTNG	1	1	2	7	1	3	2	1	2	20
Litter / dumped rubbish in parks	5	8	6	5	7	3	0	1	4	39
LITTER	0	0	0	0	0	1	0	0	0	1
Mowing	10	7	17	21	14	14	2	3	7	95
Grass Mowing	0	0	0	0	0	0	0	0	0	1
MOWING	2	3	4	2	2	7	1	4	3	35
Grass Mowing Special Request	1	0	1	1	1	1	0	0	0	6
MOWSPL	5	5	8	6	7	3	0	0	1	30
Noxious Weeds	0	0	0	0	0	0	0	0	0	0
NOXWDS	10	7	17	21	14	14	2	3	7	95
Paved Areas	0	0	0	0	0	1	0	0	0	3
PAVING	5	5	8	6	7	3	0	0	1	30
Paddling Pools	0	0	0	0	0	0	0	0	0	0
PDPOOL	10	7	17	21	14	14	2	3	7	95
Plantings	0	0	0	0	0	1	0	0	0	3
PLNTNG	0	0	0	0	0	1	0	0	0	3
Remove from Inventory	5	5	8	6	7	3	0	0	1	30
REMINV	0	0	0	0	0	0	0	0	0	0
Remove from Inventory	10	7	17	21	14	14	2	3	7	95
SGNAGE	0	0	0	0	0	0	0	0	0	0
Signage	5	5	8	6	7	3	0	0	1	30
SPRAYN	0	0	0	0	0	0	0	0	0	0
Spraying	0	0	0	0	0	0	0	0	0	0
STNCLT	0	1	0	0	0	0	0	0	0	1
Stain on Clothes	9	3	4	2	2	7	1	4	3	35
STRUCT	1	0	1	1	2	1	0	0	0	6
Structure Maintenance	1	0	1	1	2	1	0	0	0	6
SUMPCL	2	1	4	0	4	2	0	1	0	14
Sump Cleaning	26	16	29	16	33	18	8	4	4	154
TLTMTN	6	6	3	2	5	6	0	0	0	28
Toilets - Non Urgent Maintenance	0	0	0	0	0	0	0	0	0	0
TOILET	0	0	0	0	0	0	0	0	0	0
Toilets	0	0	0	0	0	0	0	0	0	0
WEEDS	0	0	0	0	0	0	0	0	0	0
Weeds	0	0	0	0	0	0	0	0	0	0

**Streets Maintenance CSR Received By Community Board
from 4 Feb 2008 to 31 Mar 2008**



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As at 2 Apr 2008 12:46

STE	STE Call Subtypes	Bur / Peg	Fen / Wai	Hag / Fer	Ric / Wig	Spr / Hea	Shr / Pap	Aka / Wai	Lvt / Mth	Unknown	Totals
	Street Cleaning / Sweeping	101	143	288	220	218	159	9	22	63	1,224
FLOODG	Flooding Underpass	0	5	7	9	3	4	0	0	0	28
FLOODG	Flooding	17	32	34	50	37	35	2	0	16	223
GLASS	Broken Glass	10	11	55	19	24	18	0	1	15	153
LBCHAN	Litter Bin Relocation/Upgrade	0	1	2	0	1	0	0	0	0	4
LBDAMG	Damaged Litter Bin	0	0	3	3	3	2	0	1	0	12
LBEMPT	Empty Litter Bin	1	2	6	5	2	0	1	0	0	17
LBNEW	New Litter Bin	1	1	1	2	2	2	1	0	0	10
LFCOLN	Leaf Collection	1	2	2	0	1	0	0	0	1	7
LQSPIL	liquid spill	7	5	16	13	10	3	0	2	7	63
MALLCL	Mall cleaning	0	0	2	0	0	0	0	0	0	2
NONCON	Contractor Non Conforming Work	0	0	0	1	1	1	0	0	0	3
NONLQS	Non liquid spill	26	32	46	38	26	24	1	3	8	204
PEDACC	Pedestrian Accessway cleaning	0	0	2	0	1	0	0	0	0	3
RDLTGT	Road side litter	23	31	75	50	49	42	3	5	11	289
STMDMG	Storm Damage Clean-up	1	0	2	0	1	0	0	0	1	5
SUMPCL	Sump cleaning	10	10	21	16	27	15	0	8	0	107
SWEEPG	Request Sweeping	4	12	14	14	31	11	1	2	4	93

Streets Maintenance CSR Received By Community Board
from 4 Feb 2008 to 31 Mar 2008

As at 2 Apr 2008 13:02



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STM Call Subtypes	Bur / Peg	Fen / Wai	Hag / Fer	Ric / Wig	Spr / Hea	Shr / Pap	Aka / Wai	Lyt / Mth	Unknown	Totals
STM	Street Maintenance	52	132	153	139	82	24	24	38	704
BLEEDG	New Seal Bleed (<1 yr old)	0	2	5	7	3	4	2	18	47
CTDRMG	Private Contractor Damage	1	3	0	1	2	0	0	0	7
GENRAL	General	11	8	27	41	20	14	11	6	171
GRITBLD	Grit bleeding (road >1yr old)	1	1	0	0	1	0	0	0	4
KERBCH	Kerb and channel repair or replacement	2	6	7	4	8	0	2	1	39
LIDDMG	Damaged Manhole Lid	5	0	5	2	4	0	0	0	20
LIDMIS	Missing Manhole Lid	1	0	2	0	3	0	0	1	9
LNPWER	Leaning Power Pole	3	2	1	1	0	0	0	0	7
POTHOL	Potholes	21	16	67	60	12	6	6	3	265
PROGRM	Programming	2	0	1	1	1	0	0	0	7
SHWAY	Statehighways	0	0	2	1	4	0	0	1	12
SUMPS	Sumps Grate Missing	6	4	9	9	7	0	1	6	53
SWEEPG	New Seal Sweeping	3	2	1	1	4	0	0	2	14
VCMAIN	Vehicle Crossing Outdown Maintenance	0	0	2	0	3	0	2	0	7
VIBRAT	Vibrations	4	2	0	6	5	0	0	0	23

Streets Maintenance CSR Received By Community Board
from 4 Feb 2008 to 31 Mar 2008

As at 2 Apr 2008 14:14



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TSS Call Subtypes	Bur / Peg	Fen / Wai	Hag / Fer	Ric / Wig	Spr / Hea	Shr / Pap	Aka / Wai	Lvt / Mth	Unknown	Totals
TSS Street Trees	70	168	79	86	158	103	4	18	7	693
CP LTCN Complaints about contractor	1	8	2	4	5	1	0	1	1	23
DAMSTM Storm Damage	1	0	0	0	0	0	0	0	0	1
DAMVAN Damage to street trees	2	13	4	2	11	5	0	0	0	37
MISC Other - miscellaneous	3	25	9	7	10	9	2	0	0	65
PLANTG Street tree planting	4	8	8	6	19	13	1	0	1	60
PRUNING Street tree pruning	4	3	4	3	6	7	0	2	0	29
REMOVE Street tree removal	34	82	40	39	48	47	1	9	4	304
ROTDNR Roots Affecting Drains	21	26	11	23	58	21	0	4	1	165
STPREM Stump Removal, Chipping, Wood Debris	0	2	1	1	1	0	0	0	0	5
	0	1	0	1	0	0	0	2	0	4

Streets Maintenance CSR Received By Community Board
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WAR Call Subtypes	Bar/Peg	Fen/Wai	Hag/Fer	Ric/Wig	Spr/Hea	Shr/Pap	Aka/Wai	Lrt/Mth	Unknown	Totals
Water Reactive Maintenance	137	193	387	185	368	193	38	67	8	1,576
ALTLEV Alter Level Meter Box	1	0	1	1	1	3	1	0	0	8
BUGWAT Bug test and water back on	1	0	0	0	0	0	0	0	0	1
BWMMAIN Burst Water Main	3	1	6	1	9	4	4	3	0	31
CNTSHT Can't shut off valve	7	23	21	13	34	10	0	2	0	110
CTRDMG Private Contractor Damage	3	3	16	9	11	7	0	1	0	50
CUTOFF Cutoff required	0	0	2	1	0	1	0	0	0	4
DAYWRK Dayworks (for CWW staff only)	1	10	26	14	16	11	2	6	1	87
LKBERM Leak on Berm	7	7	16	6	15	10	0	3	2	66
LKCONN Leak at Connection	63	90	132	59	158	83	10	9	0	604
LKHYDR Leak at Hydrant	6	5	16	12	15	4	0	3	0	61
LKPATH Leak on Pathway	12	9	42	16	39	28	1	7	1	156
LKRDWY Leak on Roadway	9	8	21	10	13	8	7	15	0	91
LKVALV Leak at Valve	2	1	8	3	9	0	0	3	0	26
LOCMET Locate Meter	1	5	5	4	4	1	0	6	0	26
MISCEL Miscellaneous	1	13	14	14	3	7	3	5	3	63
NOWTER No Water	7	5	14	6	14	4	10	3	1	64
PAINTF Paint fire hydrant box	0	0	24	0	0	0	0	1	0	25
PLUBRQ Plumber Request Water Off	0	0	0	1	1	0	0	0	0	2
SEALRQ Seal around connection required	3	2	1	1	5	3	0	0	0	15
TOBYDB Toby Box Damaged	0	4	1	2	3	0	0	0	0	10
TOBYDL Toby Box Lid Damaged	2	3	4	2	6	5	2	0	0	22
TOBYMI Toby Box Lid Missing	7	3	18	8	12	3	0	0	0	51
UNCOVB Uncover a box	1	0	0	2	0	0	0	0	0	3

12. BOARD MEMBERS INFORMATION EXCHANGE

12.1 LYTTTELTON TOWN CENTRE ZONE



The Chairman wishes to discuss options for providing additional protection for the existing historic character of the Lyttelton Town Centre, including seeking information from staff on:

- Heritage Orders
- Special Amenity Areas
- The Urban Design Protocol
- Design Advisory Committees

13. BOARD MEMBERS QUESTIONS