



Christchurch City Council

LYTTELTON-MT HERBERT COMMUNITY BOARD AGENDA

TUESDAY 19 AUGUST 2008

AT 9:30 AM

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

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

Community Board Adviser

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1. APOLOGIES

2. CONFIRMATION OF MEETING MINUTES – 15 JULY 2008

The Minutes of the Board's ordinary meeting of 15 July 2008 are attached (both open and public excluded sections).

STAFF RECOMMENDATION

That the Minutes of the Board's ordinary meeting held on 15 July 2008 be confirmed.

**LYTTTELTON/MT HERBERT COMMUNITY BOARD
15 JULY 2008**

**A meeting of the Lyttelton/Mt Herbert Community Board
was held on Tuesday 15 July 2008 at 9.30am**

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

APOLOGIES: An apology was received and accepted from Claudia Reid who left the meeting at 12.55pm and was absent for Clauses 7, 8 and 14.

The Board reports that:

PART A – MATTERS REQUIRING A COUNCIL DECISION

1. PROPOSED LEASE OF THE FORMER RESERVES BUILDING AND NURSERY – OXFORD STREET, LYTTTELTON

General Manager responsible:	General Manager Community Services Group, DDI 941- 8534
Officer responsible:	Southern Area Recreation Manager (Acting)
Author:	Kathy Jarden Property & Leasing Advisor

The Community Board Adviser explained that this report needed to be considered in two parts:

Part A Recommendation to the Council regarding the classification of the reserve.

Part C Delegated decision from the Board on the granting of a lease for the reserve.

PURPOSE OF REPORT

1. The purpose of this report is to seek approval from the Council for Reserve 4150 to be re-classified as local purpose (community buildings) reserve.

EXECUTIVE SUMMARY

2. Reserve 4150 was vested in the Council for the purpose of a site for public swimming baths (NZ Gazette 1962 p 76).
3. Project Lyttelton Incorporated currently leases part of Reserve 4150 comprising approximately 1150 m² which is located at 54 Oxford Street, Lyttelton, for the purpose of community gardens and a resource centre promoting environmental and leisure activities. The total reserve area, as shown in the **attached** plan is 2531m² with the balance of land used for the swimming pool development. The lease comprises use of the former BPDC Reserves Department workshop and adjoining garden nursery. The current lease expires on 31 August 2008 with no further rights of renewal. The annual rent is \$1 per annum.
4. Project Lyttelton Incorporated would like to secure a longer lease of the building. Their activities are deemed by staff to be the best use of the facilities.
5. The Community Board has the delegated authority to approve leases over reserve land. However, it does not have the authority to classify reserves, such a recommendation is made by the Council to the Crown.

1. Cont'd**FINANCIAL IMPLICATIONS**

6. The Council has a policy of nil rentals for community gardens. The rental of the workshop building would be negotiated with the Group in accordance with the Council's current practice.
7. Funds have not been allocated in the current financial year for maintenance to the building. A structural inspection is being completed and officers must be satisfied that the Council will not be subject to any major repairs prior to entering into a lease for the workshop building. It is expected to have this report completed in August 2008.

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

8. Not applicable.

LEGAL CONSIDERATIONS

9. The current lease did not follow the correct procedures as required by the Reserves Act 1977 and approval should have been granted by the Department of Conservation (DoC) to enter into a lease over the land. When the reserve is classified it will allow the Council to formally grant leases without DoC approval. The Council has numerous reserves vested that need to be classified as a requirement of the Reserves Act 1977 and as resources permit the classifications are undertaken. The classification of the reserve will require public notification and would be carried out by DoC, if they consent to the process and is pursuant to Section 16 of the Reserves Act 1977.
10. On classification as a local purpose reserve, the Council has the authority to grant a lease under section 61 of the Reserves Act 1977. The Council's standard terms and conditions for these types of leases will apply.

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

11. Yes. All necessary consultation under the Reserves Act will be completed prior to issuing a new lease under that Act.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

12. The continuation of Project Lyttelton Incorporated in the former Reserves Building complex contributes towards meeting the Council's outcomes for "Recreation and Leisure" contained in "Our Community Plan" of the 2006-2016 LTCCP. It satisfies the Community Outcomes with regards to "Recreation" "Health" and "Community".

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

13. Yes. In addition to the LTCCP requirements it satisfies Annual Plan provisions for Recreation and Leisure by increasing participation in leisure activities and or other physical activities with friends or as an individual.

ALIGNMENT WITH STRATEGIES

14. Yes.

Do the recommendations align with the Council's strategies?

15. A lease of this nature to such a community organisation aligns with the Council's Recreation and Leisure activity strategies contained in the LTCCP.

1. Cont'd

CONSULTATION FULFILMENT

16. Public Notification under the Reserves Act 1977 of the proposal to classify Reserve 4150 pursuant to Section 16 of the Reserves Act 1977 will occur in accordance with requirements set out by the Department of Conservation.

STAFF RECOMMENDATION

That the Lyttelton/Mt Herbert Community Board recommend to the Council that a request be made to the Minister of Conservation to classify as local purpose (community buildings) reserve under Section 16 of the Reserves Act 1977, Reserve 4150 described in Certificate of Title 1D/236, SO Plan 7220 containing 0.2532ha.

BOARD CONSIDERATION

17. The Board considered a report under Part C of this meeting seeking approval to grant Project Lyttelton Incorporated a lease over the former Reserves Building in Oxford Street Lyttelton for an initial period of five years commencing on the 1 September 2008 through to 31 August 2013 on those terms and conditions as detailed in this report.
18. The Board resolved to approve the lease subject to the classification being implemented and Council officer's satisfaction with the structural report underway.
19. The Board also sought and attained clarification that the lease for the reserve did not need to be publicly tendered as Council staff were satisfied that this was the best use for the property at this time, and there were no other community groups requiring such a facility.

BOARD RECOMMENDATION

That the staff recommendation be adopted.

BACKGROUND

20. Reserve 4150 was vested in the Lyttelton Borough Council in 1962 for the purposes of public swimming baths.
21. In 1976 a concrete workshop depot was built for the Council's Reserves Department staff to operate from and the land adjacent was turned into a nursery for propagating plants for the former Council's reserves and formal gardens. Irrigation system controls for the neighbouring Rose Gardens are located in this building and accessed by the Council's contractors.
22. In 1994 the Reserves Department staff was taken over by Serco and the building was no longer required as a depot. The building was then leased out to a furniture maker and the nursery land was leased out to various individuals to operate a commercial nursery. (Both these uses contravened the Reserves Act legislation.)
23. In 2005 plans were underway for the redevelopment of the swimming pool which resulted in relocation of the community gardens. The workshop tenant retired and the Council felt that the activities that Project Lyttelton Incorporated undertook would be a good fit for the building and land. It provided a new location for the community gardens and the workshop could be used as a meeting place and office for Project Lyttelton Incorporated organisers and community gardeners.

1. Cont'd

24. The work of Project Lyttelton Incorporated is extensive and provides many leisure and recreational opportunities for the community. To name a few:
 - Winter and Summer Street Festivals
 - Lyttelton Farmers Market
 - Community Gardens
 - Lyttelton Time Bank
 - Waste Minimisation
 - Promoting Community Well-being
 - Community Sustainability.
25. Project Lyttelton Incorporated wishes to establish a more permanent base within the district as their current lease expires 31 August 2008.
26. The suggested lease term is of a sufficient length to allow Project Lyttelton Incorporated to establish and consolidate within a complex that has for them potential to offer additional passive recreational and leisure activities. By granting Project Lyttelton Incorporated a lease over this land and building it shows a continuing commitment by Council to recreation and leisure activities.
27. The premises can fairly be described as 'tired' especially the interior and Project Lyttelton Incorporated has carried out work over the last three years to bring the building up to an improved standard compared to when it was used as a workshop for Council and the previous tenant. The group is desirous to carry out further upgrades to the building and would like to apply for funding to carry out these improvements. It cannot do this without some security of their tenure.
28. The Maintenance Services Manager for Recreation and Sports is carrying out a structural inspection to ensure that there are no hidden costs to Council prior to committing to a further lease. The asset owner requires a favourable report before they are in a position to lease the building to the public. Project Lyttelton Incorporated has previously worked in conjunction with the Council's asset owner, Recreation and Sports, to carry out improvements to the building and any fixed improvements would revert to Council ownership at the expiry of the lease.
29. Council officers are satisfied that the current occupation of the facilities is the best use.
30. A new lease agreement would protect the interests of the Council should it be deemed the land or building were required for other Council purposes.

2. LEASE ISSUES – DIAMOND HARBOUR AND DISTRICT HEALTH SUPPORT GROUP

General Manager responsible:	General Manager Community Services, DDI 941-8534
Officer responsible:	Community Facilities Manager
Author:	Kathy Jarden, Property & Leasing Advisor

PURPOSE OF REPORT

1. The purpose of the report is for:
 - a) the Council to consider a recommendation from the Community Board to grant a variation to the term of the ground lease to Diamond Harbour and Districts Health Support Group Incorporated (the Group)
 - b) the Council to consider a recommendation from the Community Board regarding the annual rent and review process outlined in the lease document.

EXECUTIVE SUMMARY

2. The report sets out a proposal to extend the term of the ground lease to Diamond Harbour and Districts Health Support Group Incorporated through to 2032 for a property located at 2C Waipapa Avenue and set out the rental for the initial review period at a peppercorn amount. The recommendations are based on history, significant benefits and services to the community, financial viability and practicalities in terms of ownership.

FINANCIAL IMPLICATIONS

3. The current lease allows for a three-yearly rent review. To date, the rental charged for this land has remained at \$1 per annum as the former Banks Peninsula District Council acknowledged the difficulty in attracting medical practitioners to the community. Rent reviews were not carried out as provided for in the lease agreement.

The Council's practice is to obtain a fair market rental valuation and to set the rent accordingly. The valuation returned a recommendation of \$3,500 per annum plus GST and outgoings.

There is no current policy with regard to not-for-profit groups leasing Council land or buildings. However, there is a sports body leasing policy for non-profit groups occupying "reserve" land. Based on the calculations under that policy, the ground rent for the land in Diamond Harbour would be approximately \$227 per annum.

4. The Group's financial records have been reviewed by Council's Finance Manager. The variable item in the Group's accounts is the rental they receive from the doctors that are currently running the practice. An increase in the rental charged to the doctors would be the only way the Group could cover any rental increase. It would seem unlikely that the Group would be able to pass on the proposed increase to the doctors given the difficulties the Group has experienced in attracting medical practitioners to the community. This is a community benefit versus financial benefit.

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

5. Yes. There is no rental income budgeted in the Annual Plan for this parcel of land and the Group pays all outgoings including rates (\$203.36 for 2007/2008). There is no cost to the Council to hold this parcel other than the costs in managing the lease.

LEGAL CONSIDERATIONS

6. The land contained in Certificate of Title 38C/63 is not subject to restrictions such as those contained in the Reserves Act 1977. However, the Council will still need to comply with the decision making procedures set out in Sections 76-81 of the Local Government Act 2002.

2. Cont'd

7. The Community Board does not have delegated authority to issue leases for the carrying on of any trade, business or occupation on land for terms exceeding five years; however, it does have the authority to make recommendations to the Council.
8. The resolution made by the Banks Peninsula District Council on 17 November 2004 with regard to a longer lease term is still valid; however it is felt that a more specific resolution should be adopted.

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

9. Yes. A Deed of Variation to the lease will be prepared and executed by both parties.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

10. In 2005 residents of Banks Peninsula were consulted regarding projects and initiatives for inclusion in the 2006-16 LTCCP. These projects and initiatives were included in Appendix 6 of the Memorandum of Understanding with Christchurch City Council and Banks Peninsula District Council.

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

11. Yes – Appendix 6, Schedule D of the Memorandum of Understanding between Banks Peninsula District Council and Christchurch City Council developed prior to the amalgamation of the two councils

Issues Requiring Advocacy by Council:

Initiative	Advocate for the retention of Diamond Harbour Health Centre as nearest facility to Port Levy.
Community Outcome	(1) Unique, welcoming and safe communities that sustain a people of diverse income and age (2) An educated and healthy community
Sub-Outcome	(1) Provide or support the provision of amenities and services and services for older people closer to home. (2) Advocate for the health care needs of Banks Peninsula people to include the retention of local hospitals/medical facilities
Area	Port Levy and Diamond Harbour residents

ALIGNMENT WITH STRATEGIES

12. The Community Board, in setting its objectives, has recognised the need to retain and enhance core community services to Banks Peninsula communities. The Board will achieve this objective by continuing to support the retention of rural health services.

Do the recommendations align with the Council's strategies?

13. Strategy: Strong Communities
Outcomes: Christchurch – A healthy City; Banks Peninsula – an educated and healthy community.

CONSULTATION FULFILMENT

14. Not applicable.

2. Cont'd**STAFF RECOMMENDATION**

It is recommended that to the Council:

- (a) That the Corporate Support Unit Manager be given delegated authority to negotiate a variation to the lease terms and conditions of a ground lease between Council and the Diamond Harbour and District Health Support Group for the land described as Lot 1 DP 64100 contained in Certificate of Title 38C/63 and referred to as 2C Waipapa Avenue, Diamond Harbour, with a final expiry date of 30 November 2032, with no further right of renewal.
- (b) That the annual rent charged to the Diamond Harbour and District Health Support Group remain at \$1 per annum plus the goods and services tax including all outgoings until 30 November 2016 after which time such rent will be reviewed three-yearly in accordance with the lease terms and conditions and assessed by an independent valuer or set in accordance with Council policies that may be in place at such time with regard to setting rental levels for community groups and non-profit organisations leasing Council owned land.

BOARD RECOMMENDATION

That the staff recommendation be adopted.

BACKGROUND (THE ISSUES)

- 15. The Group currently leases from Council the land described as Lot 1 DP 64100 contained in Certificate of Title 38C/63, referred to as 2C Waipapa Avenue, Diamond Harbour comprising approximately 1,627m² (plan attached). The land is held in fee simple and zoned as open space in the district plan. The value as open space is less than that of a commercial property. The current government land valuation is \$153,000.
- 16. All buildings and improvements are owned by the Group (photograph attached). The local community built the existing facilities in 1990 with funds raised by the community and Banks Peninsula District Council loaned the balance of the funds required (\$30,000) to complete the building at a favourable interest rate. The loan is for a term of 25 years, with final payment due in 2016; repayment of the loan has continued to be made to the Christchurch City Council.
- 17. The land was leased to the Diamond Harbour and Districts Health Support Group Incorporated commencing 1 June 1992 for 24 years and 183 days with no further right of renewal. The purpose of the lease was to provide for the Group to set up medical facilities to the community at Diamond Harbour and surrounding Mt Herbert area.
- 18. The lease provided for an annual rent of \$1 per annum for the first five years and thereafter subject to review in accordance with clause 2 of the lease which stipulates:

“The annual rent for the time being payable under this lease may be reviewed by the Lessor on the rent review dates specified in the First Schedule (each date being herein called a “rent review date”). The annual rent for the ensuing rent period as specified in the First Schedule shall be determined in the following manner:

a) The lessor shall commence a review by not earlier than three (3) months prior to a rent review date or at any time up to the next following rent review date giving written notice to the Lessee specifying the annual rent considered by the Lessor to be the current market rent as at that review date.
- 19. The Group pays the rates for the land and improvements as well as the cost of ground maintenance.

2. Cont'd

20. In 2004 the Group wrote to the previous Banks Peninsula District Council to consider the sale of the freehold interest in the land. At its 17 November 2004 meeting, the Council resolved that
"Council is not in favour of selling the freehold land, but is however, very supportive of the service that is currently being provided and supports the need for future security of tenure. It was further resolved that the Council instruct the Property Manager to negotiate a lease that protects the tenure of the Diamond Harbour and Districts Health Support Group incorporated and allows for the possibility of future development."
21. In July 2007, the Group was notified of a Rent Review for the period 1 June 2006 to 30 June 2009. An independent market rental assessment was completed and the Group was informed that the new rent would take effect 1 October 2007 and be set at Three Thousand Five Hundred Dollars (\$3,500) per annum plus the Goods and Services Tax and outgoings.
22. The Group opposed the rent increase indicating that it was not viable for a rural community to sustain a rent increase of this proportion.
23. The Group approached Council officers on 2 July 2007 (**letter attached**) to formally request that an extension or new lease be negotiated for a period of up to 25 years so that they may offer a viable tenure to the medical practitioners currently operating the medical practice out of these purpose built facilities. The rent has not increased and a new lease would be subject to Council's current practice of charging market rentals to community organisations.
24. Council's normal practice is to publicly tender leases upon final expiry unless the circumstances were not practical and the granting of a further extension would go against the established practice. However, it is considered that the circumstances are not practical as there is a significant community benefit in continuing with the current lessee. In addition, significant improvements are owned by the lessees.
25. The Group has leased the building to Diamond Harbour Medical Limited of Governors Bay. The directors of that company are Drs Davies and McGeoch. The lease arrangement has not been finalised as the Group is waiting for Council to vary the ground lease. The facilities are also used by Plunket, the district health nurse and a local counsellor who all pay a below market rent to the Group.
26. A meeting was held on 11th April 2008 with representatives of the Group, Richard Robertson (Treasurer) and Mahony May (Chairperson) as well as the Community Board's appointed representative on the Group, Paula Smith.
27. The Group has reiterated the difficulty in attracting medical practitioners to Diamond Harbour, this is evidenced in their correspondence dated 18th August 2007 and 5th December 2007, **copies attached**. The Group also indicated any surplus funds that they have built up are now needed for redecoration and maintenance of the medical practice rooms.

THE OPTIONS

Rental Assessments and Reviews

28. Implement the rent increase as assessed and provided for in the lease agreement.
 - The Group opposes this rent increase and if implemented would jeopardise the relationship with the new doctors as all indications are that the practice is only viable on a part time basis.
 - The loss of medical/health facilities in the Mt Herbert area would not only jeopardise the health and wellbeing of the residents it would put financial pressures on the local families with increased travel costs to Lyttelton, Lincoln or the city.
 - The lack of rent reviews by Banks Peninsula District Council could be perceived as support to maintain the \$1 per annum rent level.

2. Cont'd

29. Maintain the annual rent at \$1 per annum for the duration of the current term (2016) with regular rent reviews based on current market rental assessed for the extended term (ending 2032).
 - At the end of 2016 the loan to Council would be repaid freeing up the Group's cash flow so that a market rental could then be afforded with the rent charged to the doctors. Future rent reviews would be on a three yearly basis as provided in the lease agreement.
30. Increase the rent to \$1000 per annum as offered by the Group, which would be \$2,500 less than the current market valuation.
 - In discussions with the Group in April, this offer would no longer be feasible and would put undue pressure on the Group membership to seek funds from outside agencies.
31. Gradually implement the rent increase so that a market rental was obtained at the end of a set period of time, perhaps over a six year period.
 - This would put pressure on the Group to on-charge the Doctors and may jeopardise their commitment to establishing and maintaining a practice in the community.
32. Charge market rental and seek other government or Council funding to assist with operating costs.
 - This would put pressure on the Group to on-charge the Doctors and may jeopardise their commitment to establishing and maintaining a practice in the community.
 - The Council can offer no guarantees that the Group would be eligible for funding.
33. Assess the rent in accordance with the sports ground rental policy.
 - This option could be a fair compromise. Other groups in Christchurch that lease Council land are required to pay a fair rental for use of public land and facilities.
 - The Doctors are operating a commercial enterprise on publicly owned land at below commercial market rent.

Lease Term

34. Vary the term of the lease to allow for a final expiry of 30 November 2032.
 - The former Banks Peninsula District Council recommended that security of tenure be negotiated with the Group.
 - A final expiry of 30 November 2032 would provide for a total lease term of 40 years less six months.
 - The Group has requested an extension to 2032 and this could be achieved by offering two five-year rights of renewal and two three-year rights of renewal with the first renewal effective 1 December 2016.
35. Status Quo – final expiry of lease 30 November 2016.
 - Council practice is to publicly tender leases upon final expiry ensuring that all transactions are open and transparent.
 - This would jeopardise the arrangement made between the Group and the Doctors causing uncertainty with the continued provision of medical services in the community.

2. Cont'd**THE PREFERRED OPTIONS**

36. Maintain the annual rent at \$1 per annum for the duration of the current term (2016) with regular rent reviews based on current market rental assessed for the extended term ending 2032.
 - At the end of 2016 the loan to Council would be repaid freeing up the Group's cash flow so that a market rental could then be afforded with the rent charged to the doctors. Future rent reviews would be undertaken on a three-yearly basis as provided in the lease agreement.
37. Vary the term of the lease to allow for a final expiry of 30 November 2032.
 - Technically, this contravenes Council's commercial leasing practice; however there are good supporting circumstances to do so in this instance.

PART B - REPORTS FOR INFORMATION**3. DEPUTATIONS BY APPOINTMENT****3.1 Vilma Loader – Lyttelton Timebank**

Ms Loader, along with Timebank Co-ordinators, Jules Lee and Jacinta Gilligan, addressed the Board regarding the request for funds for the Timebank which was included in the Project Lyttelton application to the Strengthening Communities Fund.

They explained how the Timebank worked and its benefit to the community, particularly for elderly residents and some of the more vulnerable members of the community. They reported that some of the Timebank personnel were paid, but there were also numerous volunteer hours contributed to its successful operation. They considered the Timebank to be a "values based" project that unquestionably strengthens the community and they therefore asked the Board to support the application for funds for the continuation of the Timebank and the associated research project.

It was also reported that the Timebank was a valuable resource to have in the community because of the large pool of local information it had obtained; for example a database of people with four wheel drive vehicles which could be accessed in a civil defence emergency.

The Board noted that it would like to receive a copy of any report developed as a result of the research part of the Timebank project.

3.2 Belinda Barrett-Walker (Junior Neighbourhood Support) and Pat Creasy (Canterbury Neighbourhood Support)

Ms Barrett-Walker and Mr Creasy addressed the Board and tabled a number of documents for members information.

It was reported that there was mixed support for the Neighbourhood Support Programme in the Lyttelton Harbour with Lyttelton having 11 active groups, Diamond Harbour having 49 and other areas having a small number.

Ms Barrett-Walker and Mr Creasy explained some of the benefits of Neighbourhood Support, including people getting to know their neighbours and the potential to use the programme in the event of a civil defence or pandemic incident. Basically it establishes a framework that can be used and adapted to best suit peoples needs.

3. Cont'd

The purpose and focus of the Junior Neighbourhood Support Programme was also explained to members. The programme operates through schools and was already successfully functioning in three Community Board areas in Christchurch. It was noted that an application had been made to the Metropolitan Strengthening Communities Fund for a grant to extend this programme into the remaining Board areas. However, Ms Barrett-Walker was unsure as to whether this included the Banks Peninsula Ward. She undertook to make enquiries and report back to the Board on this.

3.3 Rod Lawrence – Banks Peninsula Signage Project

Mr Lawrence spoke to the Board in his role as co-ordinator for the Banks Peninsula Signage Project. He reported that he worked for Project Lyttelton which had secured funding to undertake this project. The project had \$165,000 funding for signage on Banks Peninsula and had been an initiative from the former authority, which had an expectation that the funding could be used to establish information kiosks in Lyttelton, Diamond Harbour, Little River and Akaroa. The scope of the project had been widened to include an analysis of the signage required for the whole of Banks Peninsula, along with an inventory of the current signage.

Mr Lawrence explained that he was currently carrying out background work and collecting information for the project before reporting back to the Board with a detailed list of applications for signage and then a further report seeking a recommendation on what signage should be funded.

Mr Lawrence also reported that he was investigating common design themes which could provide a style for Banks Peninsula information signs. It was noted that the project could include the provision of dual language (English and Maori) signs.

3.4 Mr Barry Stratton – Transit NZ

Mr Stratton and Mr Tony Spowart from Transit attended the Board meeting to discuss issues relating to State Highway 74. They reported that the highway was compliant with current warrants, although budget had recently been approved to upgrade the streetlighting from the Lyttelton Tunnel to Cashin Quay.

Mr Stratton and Mr Spowart agreed that there were safety issues with this piece of road, mainly related to pedestrians and truck movements. Solutions to the pedestrian issue had been investigated with Banks Peninsula District Council, however nothing had been resolved as agreement could not be reached on where a pedestrian refuge or crossing could be sited. The former authority had also been reluctant to lose any carparking spaces which would be the case if a crossing was installed.

Mr Spowart explained that the most likely solution was to install a pedestrian crossing mid-block which would result in a loss of parking. He said this project would be costly and he sought an indication of support from the Board for such an option.

Board members questioned why there could not be direct access to the port for trucks and large vehicles, as happened in other towns in New Zealand where bypass routes were provided. Parking could actually be increased in such a scenario. Mr Spowart agreed that this would be preferable, however that could not occur straight away and in the meantime they as staff needed to enhance the safety of pedestrians on this state highway.

The Board noted that the change in location of the ferry terminal could seriously affect the pedestrian movements on the road and it was agreed it would be wise to wait until that issue was resolved. The Board indicated that it considered pedestrian safety issues to be paramount and acknowledged that there may be some resultant tradeoffs (e.g. loss of parking).

3. Cont'd

3.5 Mr Lachie Griffin

Mr Griffin, a resident of Governors Bay, addressed the Board on two issues:

Legal Road, Governors Bay to Allandale – Mr Griffin requested that consideration be given to locking the barriers on the beach road that runs from the Governors Bay jetty to Allandale. He said the road was very popular with walkers and cyclists and he felt there were safety concerns arising from allowing vehicles to use the road as well.

Mr Griffin indicated that the Governors Bay Community Association supported this request. He suggested emergency services could have a key to gain access through the barriers if necessary.

The Board **decided** to ask staff for a report on this matter, including the ramifications of stopping vehicular traffic on the road.

Governors Bay Road – Mr Griffin pointed out that there was a lot of confusion over the naming of Governors Bay Road, which ran from Cass Bay to Governors Bay, before becoming Main Road, which runs through Governors Bay. Main Road then became Governors Bay-Teddington Road which runs through to Gebbies Valley. This made it difficult for people trying to locate properties on Governors Bay Road, which they expected to be located in Governors Bay.

Mr Griffin suggested that the portion of road from Lyttelton to Governors Bay be renamed Tamatea Drive. He noted that for most people the postal address of their property would not change and their actual road number (based on the Rapid system) would remain unchanged. He indicated there was widespread support in the community for this suggestion, including from the rural mail contractor.

The Board **decided** to ask staff to comment on this suggestion.

4. CORRESPONDENCE

4.1 New Zealand Community Boards Executive Committee

A memorandum had been received from the Chairman of the Community Boards Executive Committee, regarding the 2009 Conference and inviting Community Boards to enter the Best Practice Awards.

The Board **decided** to hold this item over for consideration at the next month's meeting.

5. LYTTTELTON/MT HERBERT STRENGTHENING COMMUNITIES FUNDING 2008/09

The Board considered a staff report regarding the final allocations for the Lyttelton/Mt. Herbert Strengthening Communities Funding for 2008/09.

The report and accompanying recommendations from the Board were submitted to the Council meeting on 14 August 2008 as a report from the Chairperson.

6. BRIEFINGS

6.1 Local Roothing Projects Update

David McNaughton (Asset Engineer) updated the Board on local roading issues.

6. Cont'd

6.2 Civil Defence

Ian Kington, the Civil Defence Management Officer for Banks Peninsula and Wayne Rissman, the Emergency Management Adviser, briefed the Board on matters relating to civil defence, in particular the issue of volunteers. They reported that there was a shortage of volunteers for the Lyttelton Harbour area, especially in Lyttelton itself. It was noted that Lyttelton was a special area and was quite a vulnerable town, in terms of potential disasters, because of the port (tsunami), the tank farm, tunnel etc.

Mr Kington explained the new system with emergency management which focused on using volunteers for the welfare tasks, with staff performing the operational functions. Approximately 25 to 30 additional volunteers were required.

6.3 Art in Public Places

Marlene Le Cren, Christchurch City Council Arts Adviser, briefed the Board on the process to be followed for public artworks, following the deputation from the Lyttelton Community Arts Council to the last Board meeting.

Ms Le Cren said she had looked at the proposal from the Community Arts Council, however she said the difficulty was that it had come in part way through the normal process and there was also currently no budget available for it. She said there would need to be a public show of support for the proposal and that if funding were obtained it would need to cover all costs, including consents, engineering etc.

7. COMMUNITY BOARD ADVISER'S UPDATE

The Community Board Adviser updated the Board on a range of issues.

8. BOARD MEMBERS INFORMATION EXCHANGE

Nil.

PART C - REPORT ON DELEGATED DECISIONS

9. CONFIRMATION OF MINUTES

The Board **resolved** that the minutes of the ordinary meeting held on Tuesday 17 June 2008 be confirmed, subject to the following amendment:

Page 4, Item 5 - Delete: *contained a number of inaccuracies*
Insert: *is back to front*

Heritage Trails Noticeboards – it was reported that a noticeboard at the top of Evans Pass ~~contained a number of inaccuracies~~ is back to front and was therefore.....

Page 1, Item 1.1 Delete: *Harbour*

Lyttelton ~~Harbour~~ Community Arts Council

10. PROPOSED LEASE OF THE FORMER RESERVES BUILDING AND NURSERY – OXFORD STREET, LYTTTELTON

The Board considered a report to grant Project Lyttelton Incorporated a lease over the former Reserves Building in Oxford Street Lyttelton. The Board had considered a report under Part A of this meeting relating to the classification of this reserve.

The Board **resolved**, subject to the above classification being implemented and subject to officer's satisfaction with a structural report currently underway, to approve the granting of a Deed of Lease to Project Lyttelton Incorporated over the former Reserves Building and adjoining nursery gardens located in Oxford Street being part of Reserve 4150 comprising an area of approximately 1150m² for a term of five years with one further right of renewal of five years and that delegated authority be granted to the Corporate Support Unit Manager to negotiate and finalise the terms and conditions of that lease.

The Board noted for the information of staff that it considered Project Lyttelton to have a greater ability to pay a reasonable rent than it did when first granted a lease for this property.

11. LYTTTELTON FERRY ACCESS, COMMUNITY INPUT

The Board considered a report:

- (a) Informing it of the results of the community input process to the Lyttelton Ferry Access Project.
- (b) Seeking its feedback and endorsement of the proposed Terms of Reference for a Lyttelton Ferry Access Community Advisory Group (the Group) to the Technical Group of Memorandum of Understanding (MOU) partners (of Christchurch City Council, Environment Canterbury and Lyttelton Port of Christchurch).

Staff tabled an amended Draft Terms of Reference, to that which had been previously circulated to Board members.

The Board **resolved** to endorse the Terms of Reference for the Lyttelton Ferry Access Community Advisory Group, as proposed by the Memorandum Of Understanding Technical Group.

12. Natural High Limited – Commercial Recreation Providers Licence Application

The Board considered a report seeking approval to issue a Licence to Natural High Limited to use the Council's existing bike tracks on the Port Hills for mountain bike tours.

The Board **resolved**:

- (a) Pursuant to Sections 54(1)(d) and 56(1)(b) of the Reserves Act 1977 to consent to the granting of a Licence to Natural High Limited to operate a guided mountain bike tours business for a period of five years using the Council's existing mountain bike tracks on the land described in the following Schedule:

SCHEDULE

Name	Legal Description	Certificate of Title	Reserve Status
Marley Hill Reserve	Lot 1 DP 83864	CB 48C/718	Scenic Reserve
Scarborough Farm Park	Lot 1 DP 4807 and Lots 1, 2 and 3 DP 54492, part Lot 1 DP 4807 and part Lot 2 DP 10127	CB43A/1050	Recreation Reserve
Tauhinu-Korokio Reserve	Lot 3 DP 331163	Identifier 128261	Scenic Reserve

12. Cont'd

- (b) And subject to the following conditions:
- (i) Public notification under the Reserves Act 1977 and no sustainable objections being received.
 - (ii) The approval of the Department of Conservation being obtained.
 - (iii) The applicant meeting all costs associated with the granting of the Licence.

13. COMMUNITY BOARD ADVISER'S UPDATE - continued

13.1 Submissions

The Board **resolved** to ratify the following submissions made in its name

- Draft Annual Plan 2008
- Environment Canterbury Draft Annual Plan 2008
- Traffic and Parking Bylaw 2008
- Dog Control Policy and Bylaw 2008
- Marine Facilities Bylaw 2008
- Draft Libraries 2025 Plan
- Metropolitan Sports Facilities Plan

14. RESOLUTION TO EXCLUDE THE PUBLIC

14.1 Lyttelton Ferry Access – Community Input

The Board **resolved** that the resolution to exclude the public, as set out in the agenda, be adopted.

The meeting concluded at 1.30pm.

CONFIRMED THIS 19th DAY OF AUGUST 2008

**PAULA SMITH
CHAIRPERSON**



3. DEPUTATIONS BY APPOINTMENT

Nil.

4. CORRESPONDENCE

4.1 NEW ZEALAND COMMUNITY BOARD'S EXECUTIVE COMMITTEE

A memorandum (**attached**) has been received from the Chairman of the Community Board's Executive Committee regarding the 2009 Conference and inviting Community Boards to enter the Best Practice Awards. (This item was carried over from the July meeting for consideration at this meeting).

STAFF RECOMMENDATION

It is recommended that the Board receive this correspondence and consider whether it wishes to submit an entry to the Best Practice Awards.

4.2 THORNYCROFT TORPEDO BOAT MUSEUM

A letter (**attached**) has been received from the Chairman of the Trust Board which operates the Torpedo Boat Museum. The Trust is seeking assistance with the payment of its insurance premium for the contents of the Museum.

(Note: The Trust has already paid the premium for this year so can not source funding through a Discretionary Fund grant as that can not be applied retrospectively).

STAFF RECOMMENDATION

It is recommended that the Board receive this letter and refer it to staff to ascertain if there is any funding source within Council for this type of need.

NZ Community Boards' Executive Committee



Celebrating 20 years of Community Boards
 Whānau • Whakaari • Whakapapa

June 2008

NC20-07

MEMORANDUM

To: All Community Board Chairs
 All Council Committee Advisors and Community Board Co-ordinators

From: Yvonne Palmer, Chair, NZ Community Boards' Executive Committee

Subject: 2009 Community Boards' Conference and Best Practice Awards

The March 2009 Conference celebrates 20 years of community boards. We are delighted to announce that it will be hosted by Christchurch City Council, which also hosted the Conference in 1997. The venue will be the Christchurch Convention Centre; proceedings will commence with the 20th Anniversary Celebratory Dinner on Thursday 19 March 2008 and close on Saturday 21 March 2009.

A key feature of the Dinner will be the presentation of the Best Practice Awards; these Awards are presented to Community Boards which have made significant contributions to achieving excellence and innovation in their communities. We thank MWH for agreeing to again be the overall Awards Sponsor.

If your Board is involved in a programme or project that you believe displays a high degree of excellence, we urge you to enter under one of the following categories:

- * Consultation
- * Significant project
- * Facilitation
- * Partnership
- * Heritage
- * Working with Maori
- * Working with Children and Youth
- * Harmonious relations
- * Safety and the NZ Police.

The last three categories are sponsored by (respectively) UNICEF, the Human Rights Commission, and the NZ Police. Separate criteria may apply to these categories; where this is the case the criteria is attached separately to this correspondence. In addition, winning entries in each category will be eligible for the Supreme Award.

We have made a small change to help you with submitting your entries. Electronic entries should be submitted as usual, to BestPracticeAwards2009@ccc.govt.nz. However, for entries sent through NZ Post we attach a covering Entry Form to help ensure we have all your details. All entries must be received at Christchurch City Council by 5pm on Tuesday 16 December 2008. We regret we cannot receive late entries. The Judges' decision is final.

Entries will not be returned; they will remain at *Local Government New Zealand* in Wellington and will be used for sharing good practice with other Boards. These guidelines and other information about the Conference will be available on our website - www.cbc09.org.nz.

MEMBERS: Mike Cohen (Z1) • Chris Stark (Z2) • Nigel Ensor (Z3) • Louella Jensen (Z4) • Yvonne Palmer (Z5) (Chair) • Lyal Cocks (Z6)


CORRESPONDENCE

C: Dianne McPhail, Local Government New Zealand • PO Box 1214 • Wellington • Ph (04) 924 1200 • Fax (04) 924 1230 • Email: dianne.mcphail@lgnz.co.nz



Celebrating 30 years of Community Boards
 February 1, 2012 • The Greenbelt • \$2.00 • 100% Recycled Paper

On behalf of the Executive Committee, and the Conference Organising Committee, I wish you all the best with your entries.



Lyttelton-Mt-Herbert Community Board Agenda 19 August 2008

2009 COMMUNITY BOARD BEST PRACTICE AWARDS

entry form for non-electronic submissions



Celebrating 20 years of Community Boards
REFLECT • REMEMBER • REVEALIST

Name of Community Board:		
Name of Submitter:		
Contact details of Submitter:		
Phone ()	mob	
Fax ()		
Address	Email	
Name of category being entered:		
Name of entry (if relevant):		
Nature of entry: (please list all the parts making up this entry, eg DVD, book, slides, report, etc)		
Will you be submitting a separate (electronic) PowerPoint presentation or Word document to support your entry?	Yes / No (please send to BestPracticeAwards2009@ccc.govt.nz)	
Please ensure your entry includes the following: (either include this information in your electronic information, or attach as a looseleaf to this entry form)	A brief description of the project's implementation and achievement	✓
	A list of those involved in the project, and how they became involved	✓
	An estimate of the project's cost and how this was covered	✓
	A description of lessons learned and challenges overcome	✓
	An indication of how the project might be useful to other communities	✓
Name of Parent Council:		
Contact person at Parent Council:		
Phone ()	Email	
Do you wish to present this entry to the Judging Panel?	Yes / No (Please bear in mind the Panel will meet in Christchurch; you will need to fund and arrange your own presentation.)	

Please note the following:

1. Your entry will be logged upon receipt and an acknowledgment will be sent to you.
2. Entries will not be returned unless requested in writing; entries will be stored at *Local Government New Zealand's* premises in Wellington.
3. Entries in the categories Working with Children and Youth; Harmonious Relations; and Safety will be judged against criteria provided by each category's sponsor.
4. The winning entries in each category will be eligible for the Supreme Award.
5. The Judges' decision is final.
6. Winners will be announced and prizes presented at the 20th Anniversary Celebratory Dinner to be held on Tuesday 19 March 2009.

Please mark your entry/s: **CB Best Practice Awards**, and forward it to: Christchurch City Council, PO Box 237, Christchurch 8140. Entries must be received by 5pm on Tuesday 16 December 2008.

Good luck.

2009 COMMUNITY BOARD BEST PRACTICE AWARDS

The Community Board Best Practice Awards recognise excellence in the implementation of projects in local government. Prizes will be presented to the winners of each category and the best overall project.



The objectives of the Awards are:

Celebrating 20 years of Community Boards
REPUTATION • RESPECT • REVENUE

- ◆ Recognition of significant contributions made by Community Boards to the process of achieving excellence in local government;
- ◆ Development of the awards scheme as a learning tool for quality improvements in the functioning of Community Boards;
- ◆ Fostering the exchange of best practice and innovative ideas.

CATEGORIES

Consultation (eg how the Board has actively consulted with its community)	Significant Project (eg a major project in which the Board has been actively involved in achieving a desired outcome)
Facilitation (eg identification of a situation/s where the Board has taken a facilitation role to initiate a positive outcome)	Partnership (eg with parent Council / other Boards / community organisation/s)
Heritage (eg outline of heritage project in your community in which your Board has been involved)	Working with Maori (eg examples of projects in which the Board has been in partnership with local Maori)
Working with Children and Youth * (eg outline of projects in your community in which your Board and children have been involved)	Harmonious Relations * (eg examples of projects in which the Board has promoted diversity and harmonious relations in NZ)
Safety (sponsored by the NZ Police) (eg examples of a project/s in which your Board and the NZ Police have achieved safety for your community)	<small>* The Young People and Harmonious Relations categories are sponsored, respectively, by UNICEF and the Human Rights Commission. Separate criteria may apply. These will be distributed once finalised and approved.</small>

In addition, from each of these categories an overall winner will be selected.

HOW TO FORWARD YOUR ENTRY

You can submit as many entries as you wish, however, each entry should only relate to a single category.

Award applications can be in the format of your choice (such as a PowerPoint presentation/ video/ photos, etc) and should include all relevant information relating to your application. Submissions as electronic files, eg Word documents, will make it easier to share your project information after the Conference. The following information should be included:

1. The name of the project; the Community Board and parent Council and a contact person's name, address, telephone number/s, fax number and email address (an Entry Form is attached to help you with this information);
2. A brief description of how the project was implemented and what was achieved;
3. A list of who was involved in the project, including local government/s, community organisation/s, businesses, individuals, etc and how you got them involved;
4. An estimate of the total project cost, how the finance was achieved (eg rates, grants, etc) and any cost savings;
5. A brief explanation of improvements in service quality;
6. Information on lessons learned, including barriers encountered, what you would do differently next time, and how the project might be useful to other communities.

CLOSING DATE

Send your entries, marked '2009 CB Best Practice Awards' to: Christchurch City Council, PO Box 237, Christchurch 8140, or email to BestPracticeAwards2009@ccc.govt.nz by 5 pm Tuesday 16 December 2008. Late entries cannot be accepted.

REVIEW PROCESS

All applications will be reviewed by the Conference Judging Panel. The Judges' decision is final. The winners will be announced and the Awards presented at the Celebratory Dinner on Thursday 19 March 2009.

THORNYCROFT TORPEDO BOAT MUSEUM - MAGAZINE BAY - LYTTTELTON N Z

TRUST BOARD CHAIRMAN: Tel/Fax: 03 328 8442
Capt. John Cleaver QSM
65A Reserve Terrace Email: john.cleaver@netaccess.co.nz
Lyttelton 8012

27 June 2007

To; The Lyttelton/Mount Herbert Community Board

Dear Board Members,

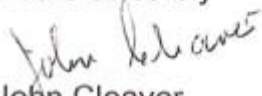
Recently we renewed our insurance for our Museum contents. The premium is almost \$1000, which represents half of our annual turnover. Until now Council had covered our insurance premium payment each year.

Our lease agreement with the University of Canterbury for the steam engine requires us to carry annual insurance. We are keeping our door charges to a minimum - \$2.00 for adults, 50 c for children.

You may remember that we restored, free of any cost to the Council, the Council-owned Category 1 building, the magazine at the bay in which we house our museum, landscaped the area and maintained it for six years. All of the Museum's operation is on a voluntary basis.

We therefore ask the Board to consider meeting our insurance premium for the current year

Yours sincerely


John Cleaver

5. PRESENTATIONS OF PETITIONS

Nil.

6. NOTICES OF MOTION

Nil.

7. RESERVE 68 DEVELOPMENT PLAN

General Manager responsible:	General Manager - City Environment, DDI 941-8608
Officer responsible:	Transport and Greenspace Manager
Author:	Ann Campbell, Consultation Leader – Greenspace

PURPOSE OF REPORT

1. The purpose of this report is for the Lyttelton/Mt Herbert Community Board to
 - (a) approve the final development plan (**Refer Attachment 1**) for Reserve 68 following community consultation
 - (b) approve the name change from Reserve 68 to Urumau Reserve.

EXECUTIVE SUMMARY

2. Reserve 68 is located in Lyttelton at the lower end of a spur that extends from the summit ridge to the harbour. It occupies an area of 25.78 hectares on the east side of Lyttelton township where its boundary is the Sumner Road to the south and properties along Gilmour, Foster and Reserve Terraces to the west, and land owned by Lyttelton Port Company to the north.
3. In the three years of its existence, the Reserve Management Committee, who are volunteers, have organised the planting of over 1000 trees on the reserve through public and school planting days. They have also removed boneseed, old mans beard, and sycamore from significant areas of the reserve.
4. The proposed concept included the following proposals:

Planting Design

- (a) Retain most of the existing vegetation including the Eucalypts as a source of food for birds, on the northeast face and underplant with appropriate species as identified in the "Indigenous Ecosystems of Lyttelton Harbour Basin" guide. Continue with eradication and management of noxious weed growth.
- (b) Retain an area of open rough grassland below the diagonal track as indicated on the plan, monitor and manage the emergence of noxious weed growth.
- (c) Establish a band of low flammability, low growing native plants behind the existing properties on Foster and Gilmour Terraces.
- (d) Continue planting native species as identified in the "Indigenous Ecosystems of Lyttelton Harbour Basin" guide with local community groups in areas designated on the plan.
- (e) Existing pine plantation to be retained. In areas of wind throw, encourage native seedling regeneration and remove weed growth and pine seedlings.

Recreation Opportunities

- (f) Establish a network of walking tracks by linking into the existing track which extends diagonally across the site to the ridge line from the end of Gilmour Terrace. Explore opportunity to link this reserve to the Summit road reserves through an appropriate poled route.
- (g) Explore the opportunity to create a multi-use track which would link to the Time Ball Station to Buckleys Bay Scenic Reserve.
- (h) Create look out points along this track with seating and appropriate interpretation.
- (i) Identify 1870 Polhill Shooting Ranges as an historic site and provide appropriate interpretation.

7. Cont'd

- (j) Provide signage and interpretation at all major access points into the reserve.

FINANCIAL IMPLICATIONS

5. There is future funding set aside in the Transport and Greenspace Capital Programme:

- Whakaraupo/Reserve 68 Development - \$5,000 08/09
- Whakaraupo/Reserve 68 Development - \$5,000 09/10

6. Any additional funding required will be sought through the LTCCP process.

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

7. As per above.

LEGAL CONSIDERATIONS

8. All contract work will be carried out by a Council approved contractor.

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

9. As per above.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

10. **LTCCP 2006-16**

Parks, Open Spaces and Waterways, Page 123

- (a) *Environment* – by offering opportunities for people to contribute to projects that improve our city's environment.
- (b) *Recreation* – by offering a range of active and passive recreation and leisure opportunities in parks, open spaces and waterways.
- (c) *Governance* – by involving people in decision making about parks, open spaces and waterways
- (d) *Community* – by providing welcoming areas for communities for gather and interact

11. **Parks and Open Spaces Activity Management Plan**

Council's objective with urban parks is to provide and manage Community Parks, Garden and Heritage Parks, Sports Parks and Riverbanks and Conservation Areas throughout the city that provide amenity values, areas for recreation and organised sport, garden environments and green corridors, that contribute to the city's natural form, character, heritage and Garden City image.

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

12. As per above.

ALIGNMENT WITH STRATEGIES

13. Draft Biodiversity Strategy
Open Space Strategy
Banks Peninsula Reserves Strategy
Safer Parks Policy

Do the recommendations align with the Council's strategies?

14. As per above.

7. Cont'd

CONSULTATION FULFILMENT

15. In March 2008 approximately 300 public information leaflets (**refer Attachment 2**) were distributed to the local community with a proposed concept development plan. The summary of consultation, including comments and project team feedback is attached for your information (**refer Attachment 3**).
16. There was a good degree of community engagement with 37 submissions received providing the project team with valuable feedback and which has lead to a number of changes to the original concept plan.
 - Submissions received 37
 - Support concept plan 32
 - Do not support concept plan 1
 - Position not indicated 4
17. The main issues raised during the consultation were:
 - (a) **Gilmour Terrace Parking**

The track at the end of Gilmour Terrace is to be used for emergency and maintenance vehicles only. Parking will be allowed through appropriate signage (eg. "No parking beyond this point for reserve access), in conjunction with Transport staff, however this entrance will still be available for pedestrian use.
 - (b) **Foster Terrace Parking**

There will be no increase in the number of access points from the street to the reserve, should parking become an issue in the future this can be addressed at that stage in conjunction with Transport staff.
 - (c) **Track Linkages with other Adjacent Land**

Staff will seek support from the Community Board to pursue a Memorandum of Understanding with the Port Company in relation to track access and links.
 - (d) **Mountain Bike Tracks/Multi Use Tracks**

Mountain bike tracks will be investigated and final location determined by specialist Council staff in conjunction with local interest groups and will be based on Christchurch City Council standards.
 - (e) **College Road Access**

The final legal boundary of College Road needs to be determined and possible access opportunities defined when working with adjacent major landowners in relation to track linkages.
18. As identified above, there were a number of submissions in relation to the impact on parking within the area of the reserve. It is difficult to predetermine whether this could become an issue, although as indicated, signage will be erected in relation to Gilmour Terrace. Project staff will work closely with the Reserve Management Committee to monitor this concern and action will be taken as required.
19. As a result of the consultation no changes were made to the final plan for the Reserve, however, another three small sections have been identified as being Council land as have been included on the final plan. The main issues raised during the consultation are identified above with a response on what action will be taken. These issues did not require any changes to the development plan for Reserve 68.

7. Cont'd

20. Reserve Name

A large number of suggestions (refer to the attached comment form for suggested names) were made for a new name for the reserve, however, no one name seemed to be requested repeatedly, apart from Urumau which was suggested by the local rununga and was discussed at their meeting. This name was also supported by the Reserve Committee and the Project Team.

21. Information received supporting this name choice was:

- The closest original name to the location of the reserve above Sticking Point
- Urumau was the name of the cave in that hillside which is now disappeared
- Urumau is an old traditional name originally for a cave located in that area. The cave has now disappeared. Urumau is referred to in Andersons Place Names of Banks Peninsula (page 224) and further Couch's Rapaki Remembered (Page 95).

22. The project team therefore propose to recommend Urumau as the new name choice for Reserve 68.

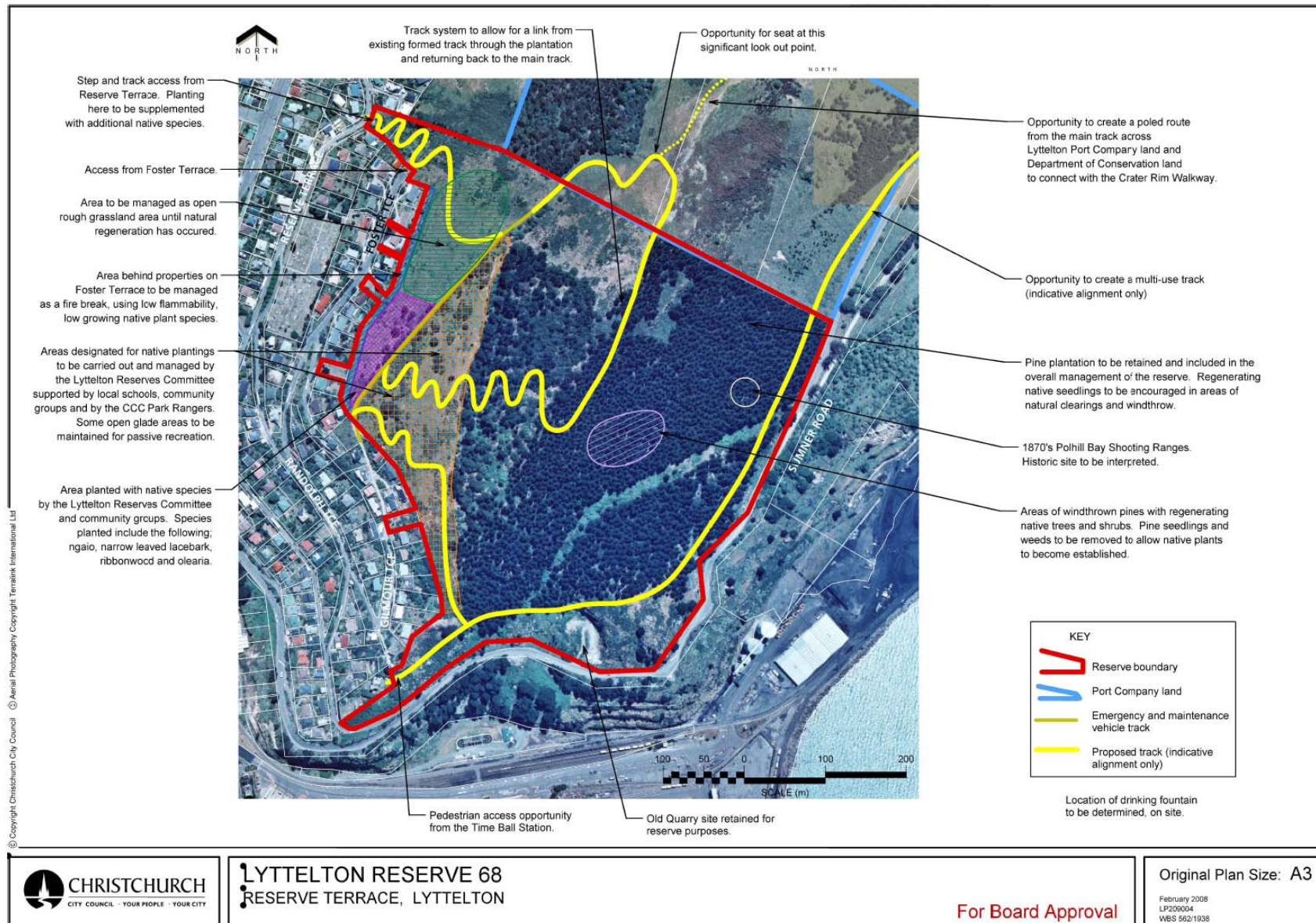
23. Overall the feedback received was very positive and a lot of residents really interested in the ongoing development of the reserve and the potential for recreation use and linkages to the wider Port Hills track network.

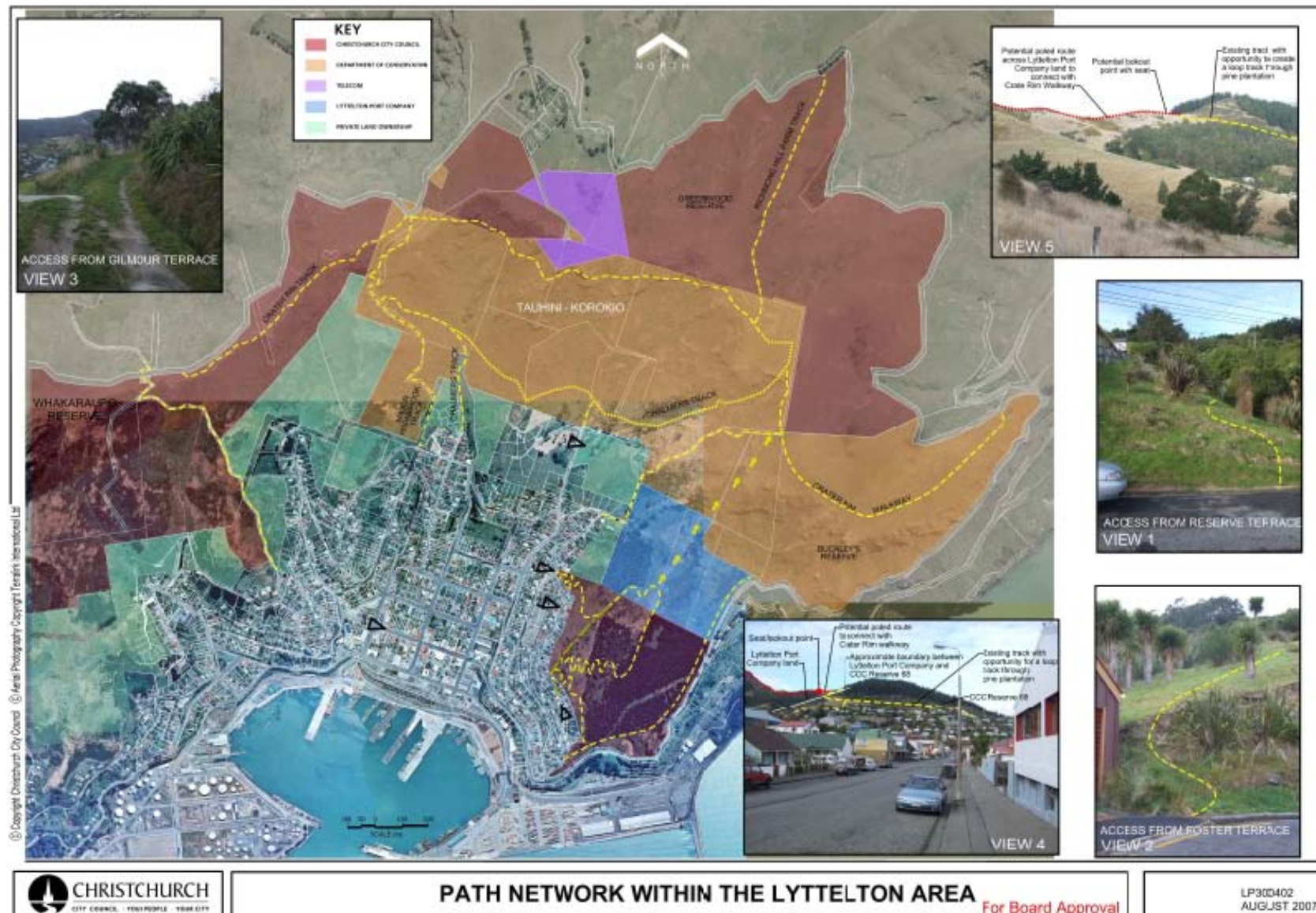
24. All respondents have been sent a final reply letter thanking them for their input. This letter also informed respondents when the plan would be presented to the Lyttelton/Mt Herbert Community Board for approval. Details of the meeting (time, date, venue etc) were also provided so that any interested people could attend or address the Board prior to the decision being made.

STAFF RECOMMENDATION

It is recommended that the Lyttelton/Mt Herbert Community Board:

- (a) approve the final development plan for Reserve 68 following community consultation
- (b) approve the name change from Reserve 68 to Urumau Reserve.





Reserve Name

As part of this consultation process we also interested to hear from the community on any ideas you may have for a name for the Reserve or if the existing name of Reserve 68 is acceptable.

Timeline

Once consultation has been completed and any necessary alterations to the proposed plan finalised, approval will be sought from the Lyttelton/Mt Herbert Community Board for the development plan to be implemented over the coming years.



Please Have Your Say

Your input will mean the Reserve 68 Development Plan fulfils community aspirations and provides an open space area which can be utilised for many different opportunities and experiences.

Comments regarding this proposal are invited from local residents. Please return your submission in the reply-paid envelope no later than Friday 28 March 2008



Ann Campbell
Consultation Leader - Greenspace
Capital Development Unit
Christchurch City Council
Beckenham Service Centre
PO Box 12 033
CHRISTCHURCH
Phone (03) 941 5111 or (027) 473 3792
Email: ann.campbell@ccc.govt.nz

Paul Devlin
Port Hills Area Head Ranger
City Environment Group
Christchurch City Council
PO Box 237
CHRISTCHURCH
Phone (03) 941 7570 or (027) 225 7962
Email: paul.devlin@ccc.govt.nz



HAVE YOUR SAY

Council's Transport and Greenspace Unit and the Lyttelton Reserves Management Committee has prepared a concept plan for the ongoing development of Reserve 68. The plan includes future track networks and access, planting and ongoing maintenance.

To assist us with the proposed upgrade, the Transport and Greenspace Unit would like to determine the views of the local community prior to commencing detailed design and construction. We would appreciate you taking the time to complete the enclosed comment form with any feedback and returning it in reply paid envelope by Friday 28 March 2008.

If you would like any further information or assistance in regard to this project, please don't hesitate to contact

Ann Campbell
Consultation Leader - Greenspace
Phone 941 5111 or (027) 473 3792

OR

Paul Devlin
Port Hills Area Head Ranger
Phone 941 7570 or (027) 225 7962

Reserve 68 Development Plan

Reserve 68 is located in Lyttelton at the lower end of a spur that extends from the summit ridge to the harbour. It occupies an area of 25.78 hectares on the east side of Lyttelton township where its boundary is the Sumner Road to the south and properties along Gilmour, Foster and Reserve Terraces to the west and land owned by Lyttelton Port Company to the north. The reserve forms a vegetated backdrop to the town with an extensive area of pine plantation extending from the ridge line to the Sumner Road boundary. The north west face of the spur is more open in character with intermittent groupings of eucalyptus and native trees in open grassland.

Reserve Management Committee

In the three years of its existence, the Reserve Management Committee, who are volunteers, have organised the planting of over one thousand trees on the reserve through public and school planting days. They have also removed bonesed, old man's beard and sycamore from significant areas of the reserve.

Proposed Concept

Planting Design

1. Retain most of the existing vegetation including the Eucalypts as a source of food for birds, on the north east face and underplant with appropriate native species as identified in the "Indigenous Ecosystems of Lyttelton Harbour Basin" guide. Continue with eradication and management of noxious weed growth.
2. Retain an area of open rough grassland below the diagonal track as indicated on the plan, monitor and manage the emergence of noxious weed growth.
3. Establish a band of low flammability, low growing native plants behind the existing properties on Foster and Gilmour Terraces.
4. Continue planting native species as identified in the "Indigenous Ecosystems of Lyttelton Harbour Basin" guide with local community groups in area designated on the plan.
5. Existing pine plantation to be retained. In areas of wind throw, encourage native seedling regeneration and remove weed growth and pine seedlings.

Recreation Opportunities

1. Establish a network of walking tracks by linking into the existing track which extends diagonally across the site to the ridge line from the end of Gilmour Terrace. Explore opportunity to link this reserve to the Summit Road reserves through an appropriate poled route.
2. Explore the opportunity to create a multi-use track which would link the Time Ball Station to Buckleys Bay Scenic Reserve.
3. Create look out points along this track, with seating and appropriate interpretation.
4. Identify 1870 Pothill Shooting Ranges as an historic site and provide appropriate interpretation.
5. Provide signage and information at all major access points in to the reserve.



RESERVE 68 DEVELOPMENT PLAN Consultation Summary

The consultation on this project was carried out in March 2008 and received 37 submissions (approx 12% response rate).

Submitters were asked to respond to a concept plan for the future development of Reserve 68.

Landscape Proposals	Number of Responses	Percentage of Responses
<i>Yes – I support the proposed concept plan</i>	32	86%
<i>No – I do not support the proposed concept plan</i>	1	3%
Position not indicated	4	11%

While these figures indicate strong support for the project in general the following issues were also identified:

- Parking concerns in both Gilmour Terrace and Foster Terrace
- Track linkages with adjacent land
- Mountain bike/multi use tracks
- College Road access

RESERVE 68 DEVELOPMENT PLAN

Note: Names and addresses, along with personal identifying information (denoted by []) have been deleted from this document for privacy reasons. This information has been taken into consideration in the analysis of submissions.

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
	YES	NO	YES	NO		
1	Y			N	<p>Ironically a friend of mine and I were recently talking about taking a walk up to the old gun emplacements, and decided to go the way we did as kids, growing up and the east side of Lyttelton during the 1960's. This proposed route is the track we used to take. It was easier than the other like the valleys beyond the top of Brinchley Road up past the old Gilmour's Farm.</p> <p>Reserve 68 was our playground when we were children an I think that what you are doing and opening it up for all to enjoy, is a really good thing.</p> <p>We haven't taken a walk yet as I was recently injured in an accident and am out of action for a few months, so maybe will do it when the track is established.</p>	-
2	Y		Y		<p>I think this is an exceptional plan and I support <u>all</u> aspects of it – well done.</p> <p>The only thing I would add for consideration is the inclusion of a Mountain Bike Track through the forest and linking up with Sumner Road on north side and the existing track down to Gilmore Terrace, on the south side. I would be very happy to be involved with this and am aware of many local mountain bikers who would love it.</p> <p>Many thanks for all your good work.</p> <p>Could create track suitable for children and beginners and 2nd option for more advanced riders.</p>	Mountain bike tracks will be investigated and final location determined by specialist Council staff and will be based on CCC standards.

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
3	Y					
4	Y			N	<p>Can the Port Co. area adjacent be designated public reserve be added to the 68? Could the CCC buy it?? Would the Port Co. like to donate and thereby start to repair their relationship with the community? What about the Telecom area.</p> <p>Names: Timeball Park or Reserve – Easily identified and located Donald Park or Reserve – D R Donald was probable the most important pioneer Randolph Park or Reserve – easily located.</p>	Staff will seek support from the Community Board to pursue a Memorandum of Understanding with the Port Company in relation to track access.
5	Y			N	<p>Prefer to see more native plantings than grassland Would like to see a wind farm on the ridge crest to provide power to Lyttelton township Would like to see the eventual replacement of pines with native plants It would be good to have a track linking up to the top of College Road (paper road on map) I am a bit concerned that the proposed multi use track above Sumner Road ends on a road with no kerb etc. If it looped back over to Lyttelton over the ridge or up to the Crater Rim it might be better (safer)</p> <p>Names: Harbour Reserve - something Maori or something historic.</p>	<p>Area will be maintained as an open rough grassland until it naturally regenerates. Wind farms are not Council business. Council intention is to manage the pine plantation as such to allow native seedlings regenerating. Staff will seek support from the Community Board to pursue a Memorandum of Understanding with the Port Company in relation to track access. There is a small layby at the end of this track on Sumner Road,</p>
6	Y		Y		Looks great – I look forward to exploring it with my dogs.	-

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
7	Y		Y		<p>Any initiative is a good one, there will always be blockers</p> <p>My concern is lack of safety mirror on Gilmour and Randolph – very dangerous especially in winter time. This must be addressed before new tracks take funding. Parking in Gilmour could be an issue.</p> <p>Please otherwise go for it!!!! Signs to say how long and difficult level should be erected – children buggies, parents, old and slightly lame.</p> <p>[].</p> <p>When do Lytteltonians have the walk on wharf?</p> <p>Names:</p> <p>Serenity Walk</p> <p>PS:</p> <p>1. Will we be able to have loo's that are clean and water tap to fill bottles?</p> <p>2. Are cycles welcome Y/N, easy track for older folk?</p> <p>Wish you well</p>	<p>The track at the end of Gilmour Terrace is to be used for emergency and maintenance vehicles. Parking will be disallowed through appropriate signage, (eg. "No Parking beyond this point for reserve access"), in conjunction with City Streets, however this entrance will still be available to pedestrian use.</p> <p>No funding available for toilets.</p> <p>Area to be identified for drinking fountain with a water bottle filler and dog bowl.</p> <p>Track will be multi use.</p>
8	Y				<p>Fantastic to have more tracks in the area. Particularly linking up with the Timeball</p> <p>Names:</p> <p>The Timeball Reserve</p>	-
9	Y		Y		<p>Currently there is walking access from the end of College Road (along the paper road) to the Port District Land. Walkers make a loop to the end of Gilmour but more commonly people are looking for a connection to the 'proposed' track along the ridge.</p> <p>A surprising number of people arrive looking for this access and can't find it because the College Road end is obscured.</p> <p>This is an opportunity to provide some signage and include this de facto walkway into the council plans. It would be a shame not to include this small part in the larger plan while works are being done.</p>	<p>Staff will seek support from the Community Board to pursue a Memorandum of Understanding with the Port Company in relation to track access.</p> <p>Signage will be investigated at this location.</p>

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
10	Y		Y		<p>Is Foster Terrace access going to be stopped, as entrance at present not too good? Could off street parking at Foster Terrace be done as it is a cul-de-sac and not much parking there?</p> <p>Is the entrance from Foster Terrace end going to be tidied up?</p> <p>Need to put signage up before track on Foster Terrace to show where entrance is as people come up our drive and walk through my land to get there at present.</p> <p>Names: Eastside Reserve Gilfoster Reserve</p>	<p>There will be no increase in the number of access points to the reserve than what is currently in place, and should in the future parking become a problem this can be addressed at this stage in conjunction with Transport staff.</p>
11	Y			N	<p>I strongly support the recreation proposals in particular:</p> <ol style="list-style-type: none"> 1. Develop the ridge route/track to link with the Crater Rim Walkway. This will encourage recreation/fitness use by providing an alternative to the Chalmers Track and further look options to and from Lyttelton. 2. Develop with multi-used track to Buckleys Reserve to allow mountain bike link to Greenland Park section of the mountain bike tracks (understand this may be difficult with the bluffs). <p>This would allow off-road access to the Port Hills mountain bike tracks without using the dangerous Evans Pass Road.</p> <p>Names: Tonga o te ra Reserve – (Sunset Reserve) This reserve bathes in the evening sun and looks over the harbour sunset.</p>	<p>Staff will seek support from the Community Board to pursue a Memorandum of Understanding with the Port Company in relation to track access.</p> <p>All linkages within this area will be investigated by staff.</p>

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
12	Y				<p>Rather than the question 'yes/no' like the name of the reserve – I'd say I am open to exploring other names – see what arises, Basically play with possibilities – have a conversation around it. The if its still Reserve 68 at least people have ownership of that name.</p> <p>I would like to see the quarry being used as a composting site for the community – it has all the requirements for that – near town, but detached, out of sight flat land for process bins in place. Compost could be used for both growing plants for reserve and as a mulch for planted out trees and for local gardens</p> <p>There is a challenge though CCC Waste scheme is planning to take away our waste resource through the kitchen waste bin system. This needs to be addressed.</p> <p>Possibilities – 1. CCC pays Project Lyttelton to organize composting on that site</p> <p>2. Contractor keeps Lyttelton putrescent waste in Lyttelton at that site.</p> <p>It is lovely having this land cared for and being made available for all to enjoy.</p>	Discussions held on site and staff will investigate further once more information is available.
13					<ol style="list-style-type: none"> 1. The marked 'pedestrian opportunity' from the Time Ball Station' could be enhanced by continuing down the spur in the reserve to the end of the parking area (this would require a set of steps at the end) access to the track would not be limited to Time Ball opening hours. 2. The poled route to the Crater Rim walkway is presumably the existing tagged route. This 'track' could do with some traffic to keep it more open however I don't believe it will ever be popular as the terrain is fairly rough. A easier addition would be to link up to what looks like a paper road extending from the top of College Road and then on to the bottom of the Chalmers Track. This would provide a link up from the gondola to the Time Ball. <p>Names:</p> <p>An alternative name could be Terrace Reserve as all the access ways seem to be terraces and it would be easily remembered due to Reserve Terrace.</p>	<p>This will be investigated by staff as a future option.</p> <p>All linkages within this area will be investigated by staff</p>

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
14	Y				Fantastic idea	-
15	Y		Y		It would be lovely if the tracks were formed as soon as possible	-
16	Y			N	<p>I believe this is a very good idea. Thank you. However the entry walking along the tar seal road to link up with the existing track has some problems that need to be rectified.</p> <p>In Summer, walking along Gilmour Terrace is hazardous because of the extremely poor type of tar seal used. In short, on hot days it melts and your footwear is fouled and clogged by the soft melting tar.</p> <p>Please get the Council to reseal Gilmour Terrace with good quality rubberised type bitumen that will not melt. This melting tar seal surface on Gilmour Terrace is a disgrace and should be rectified urgently before next summer.</p> <p>Name: Timeball Reserve</p>	Forwarded to streets staff for action.
17	Y		Y		<p>We are very excited by the plans, we have often tried to walk to Summit Road and Sumner via the Reserve and found it very difficult! We look forward to using the proposed tracks</p> <p>We think a backdrop of natives above Foster, Gilmour would enhance the view from Lyttelton.</p> <p>Why is there an area of rough grassland to be maintained above Foster Terrace?</p> <p>We would like to know the time frame of this work particularly when the proposed tracks might be established.</p>	<p>Area will be maintained as an open rough grassland until it naturally regenerates.</p> <p>There will be funding available to begin some track work in the 2008/09 financial year.</p>

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
18	Y			N	<p>Suggest selected pine felling in patches and more replanting of natives. Pest eradication and reintroduction of native birds and species.</p> <p>Suggest mountain bike recreation track.</p> <p>Suggest picnic area with bar-b-que</p> <p>Suggest viewing platform</p> <p>Suggest signage for tourism</p> <p>Excellent idea with some of the above attractions it would be good marketing tool for tourism, pleasure boat tourist and locals alike.</p> <p>Names: Volcano Reserve Sunset Reserve Timeball Reserve</p>	<p>Regeneration of native seedlings will be encouraged throughout the pine plantation as areas are naturally cleared.</p> <p>Mountain bike tracks will be investigated and final location determined by specialist Council staff and will be based on CCC standards.</p> <p>BBQ has potential for fire risk.</p> <p>Viewing platform opportunities will be investigated by staff as the reserve develops and funding is available.</p> <p>New signage will be installed.</p>
19	Y		Y		<p>I think this is an excellent idea. I live []. I am worried where people are going to park. We already don't have enough room for our own cars.</p> <p>I propose you use the Time Ball parking for this reserve please.</p> <p>Name: East Side Reserve</p>	<p>There will be no increase in the number of access points to the reserve than what is currently in place, and should in the future parking become a problem this can be addressed at this stage in conjunction with Transport staff.</p>
20	Y				<p>The most worrisome part of this project is the potential impact on parking at the trailheads. Gilmour Terrace is already a nightmare for residents as various houses become flats. When there are parties it is sometimes impossible for passenger vehicles to negotiate the bend between parked cars. Emergency vehicles are forced to wait on Randolph or Reserve Terraces while personnel climb on foot.</p> <p>I believe the only workable approach to Reserve access would be to direct visitors to parking below the Timeball Station.</p> <p>Please let me know that this issue will be taken seriously in the development of Reserve 68. Thank you</p>	<p>The track at the end of Gilmour Terrace is to be used for emergency and maintenance vehicles. Parking will be disallowed through appropriate signage, (eg. "No Parking beyond this point for reserve access"), in conjunction with City Streets, however this entrance will still be available to pedestrian use.</p>

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
21	Y			N	<p>I have major concerns re parking issues resulting from accessing the track from Gilmour Terrace. There is already a major problem here where it is sometimes almost impossible to drive through past cars parked along Gilmour Terrace.</p> <p>City Council has already been alerted to this and we are waiting as it is not only difficult for private vehicles but a major safety issue where emergency vehicles access may be blocked. Particularly when there are parties and considering the number of rental properties on the street.</p> <p>Further there is limited parking should people using the track wish to park on Randolph and Reserve Terrace.</p> <p>I feel the Timeball Station would be a more workable approach to Reserve access and parking</p>	<p>The track at the end of Gilmour Terrace is to be used for emergency and maintenance vehicles. Parking will be disallowed through appropriate signage, (eg. "No Parking beyond this point for reserve access"), in conjunction with City Streets, however this entrance will still be available to pedestrian use.</p>

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
22	Y			N	<p>Thank you for the opportunity to respond to the Reserve 68 Development Plan. It is indeed a pleasure to see the vision of dedicated volunteers hopefully coming to fruition. I am fully in agreement with the plan</p> <p>I have simply a couple of requests, living <input type="checkbox"/> I would hope that:</p> <ul style="list-style-type: none"> ▪ The track is designed and clearly signed as not permitted for mountain bikes ▪ The track will not run beside the residences, but will follow the route as shown in the photo on the plan ▪ Concerns regarding fire are addressed. Establishing these tracks could possibly attract arsonists. Fire is an ever present concern for residents. It is important to ensure there is open land on each side of the track, as for 'access from Foster Terrace', and low flammability planting is established where possible. ▪ Noxious weeds are kept under control <p>Ecologically and aesthetically it would also be pleasant if the seats along the tracks are constructed where possible from local materials i.e. scoria rock, pine wood. Again thank you and all best wishes for this development, which protects the land in positive ways for our future generations.</p>	<p>Mountain bike tracks will be investigated and final location determined by specialist Council staff and will be based on CCC standards.</p> <p>The track will follow as close as possible to what is identified on the concept plan.</p> <p>All areas of reserve near property boundaries will be planted with low flammability planting.</p> <p>The Reserve Committee undertake ongoing management of weed control within the reserve.</p> <p>Local materials are being used on other seating projects within Lyttelton, staff will investigate similar options for the reserve.</p>
23	Y			N	<p>There are other suggestions for a new name <input type="checkbox"/> these are:</p> <p>Timeball Reserve</p> <p>Port Community Reserve</p> <p>Port View Reserve</p>	-
24	Y		Y		Happy with the existing name but happy to consider Maori alternatives	-

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
25	Y			N	<p>This is a fantastic proposal Especially any access to the Crater Rim walkway. Mountain bike track would be a bonus too.</p> <p>As Gilmour Terrace residents though, we are concerned about the effect this will have on car parking on Gilmour Terrace. Great to have access from there to the reserve, but parking at the upper end is very difficult as it is. Perhaps having designated parking at the Timeball Station and restricting parking on Gilmour Terrace to 'residents only' would be a solution.</p> <p>Thanks for your great work.</p>	<p>Mountain bike tracks will be investigated and final location determined by specialist Council staff and will be based on CCC standards.</p> <p>The track at the end of Gilmour Terrace is to be used for emergency and maintenance vehicles. Parking will be disallowed through appropriate signage, (eg. "No Parking beyond this point for reserve access"), in conjunction with City Streets, however this entrance will still be available to pedestrian use.</p>
26	Y		Y		<p>I love the plan. However parking needs to be considered. Parking is already an issue for residents with very limited parking space available. I believe users of the Reserve 68 tracks should be aware that it is not an option to park their cars on Gilmour Terrace. Possibly the Timeball car-parking could be used for this purpose, with a sign placed at both the reserve entrance on Gilmour Terrace and the current Timeball carpark. The Gilmour Terrace sign could state that parking is for residents only and users of the Reserve 68 tracks may park at the Timeball carpark. The sign at the Timeball carpark could state that the carpark may also be used for people using the Reserve 68 tracks</p> <p>Thank you.</p>	<p>The track at the end of Gilmour Terrace is to be used for emergency and maintenance vehicles. Parking will be disallowed through appropriate signage, (eg. "No Parking beyond this point for reserve access"), in conjunction with City Streets, however this entrance will still be available to pedestrian use.</p>
27	Y				<p>Constructing the paths in this Reserve is an excellent idea. People walking these tracks will probably wish to start as high on the road as possible. Unfortunately, none of the roads provide parking – furthermore they are far too narrow and congested to tolerate additional users.</p> <p>Parking at the Timeball Station is generally under-used. I suggest that signs be erected to identify these parking spaces as the one to be used for Reserve 68, should also state that parking on the streets is for residents only.</p>	<p>The track at the end of Gilmour Terrace is to be used for emergency and maintenance vehicles. Parking will be disallowed through appropriate signage, (eg. "No Parking beyond this point for reserve access"), in conjunction with City Streets, however this entrance will still be available to pedestrian use.</p> <p>There will be no increase in the number of access points to the reserve than what is currently in place, and should in the future parking become a problem this can be addressed at this stage in conjunction with Transport staff.</p>

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
28					<ol style="list-style-type: none"> 1. See attached comment. 2. We support the concept in principle – not necessarily the plan. 3. We do not believe the Council has the right to create public access to proposed tracks across the top end of Gilmour Terrace 4. We are concerned that if access points are not developed, carefully there will be significant problems with parking and traffic impeding residents and emergency service access. 5. We are concerned that there is an increased risk of fire and the security and privacy may be compromised depending on the exact placement of the track. <p>As residents of Lyttelton and keen users of the existing tracks and walkways around the Port Hills, we are generally in favour of the proposal to extend the use of Reserve 68 by providing walking tracks and seating. However we have serious concerns in regard the traffic and parking impact the proposal is likely to have along the very narrow terraces that bound the reserve and in particular the top end of Gilmour Terrace. In addition, the suggested access to the walkway from Gilmour Terrace is across private land.</p> <p>The top section of Gilmour Terrace is a privately owned right of way comprising various lots belonging to landowners of 20, 22, 24, 26, 30, 32, 34 and 34a Gilmour Terrace. While the Council has an easement over the right of way for services and to access the firebreak, the land is not a public road or public access way. We believe that the Council has no right to create a path across this land for members of the general public to access the proposed tracks.</p> <p>Even if the top section of Gilmour Terrace were in public ownership, we would be concerned in regard the availability of parking for track users. We are aware that many of those that use tracks drive to the start point and expect some form of parking to be available. Gilmour Terrace is extremely narrow in places with very</p>	<p>The track at the end of Gilmour Terrace is to be used for emergency and maintenance vehicles. Parking will be disallowed through appropriate signage, (eg. "No Parking beyond this point for reserve access"), in conjunction with City Streets, however this entrance will still be available to pedestrian use.</p> <p>The track will follow as close as possible to what is identified on the concept plan.</p> <p>All areas of reserve near property boundaries will be planted with low flammability planting.</p> <p>There will be no increase in the number of access points to the reserve than what is currently in place, and should in the future parking become a problem this can be addressed at this stage in conjunction with Transport staff.</p>

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
					<p>limited parking and additional traffic and parking would be an impediment to existing residents and emergency service. If this proposal were being put forward by a private entity Council planning rules would require car parking and traffic management to be catered for specifically. We see no reason why the Council should not apply the same principles to its own proposals. Given that there is potential legitimate access from Foster Terrace, Reserve Terrace and adjacent to the Timeball, in our opinion there is not real requirement to have further access across private land at the end of Gilmour Terrace.</p> <p>Our second concern is in regard security and privacy. We are concerned that the track does not come too close to the boundary or our property, as this would potentially compromise our security and privacy. As the Council is exempt from the requirements to fund a half share in any fencing costs if these were required, the actual placement of the track is of concern. We believe security also encompass the extra fire risk that is inherent in increased use of any reserve. We note that planting and firebreak management is planned along the boundary with residences on Foster Terrace and Gilmour Terrace, which may assist, but we would welcome further detailed discussion on this point.</p> <p>In summary</p> <ul style="list-style-type: none"> ▪ We support the concept in principal ▪ We do not believe the Council has the right to create public access to the proposed track across the top end of Gilmour Terrace. ▪ We are concerned that if access points are not developed carefully there will be significant problems with parking and traffic impeding residents and emergency service access ▪ We are concerned that there is an increased risk of fire, and that security and privacy may be comprised depending on the exact placement of the track <p>We would welcome the opportunity to discuss these</p>	

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
					concerns further.	
29				N	<p>This was discussed at the March Runanga meeting 'Ururumau' is the name that the Runanga supports because:</p> <ul style="list-style-type: none"> ▪ The closest original name to the location of the Reserve above Sticking Point ▪ Ururumau was the name of the cave in that hillside which is now disappeared – the name also has nearly disappeared. 	-
30	Y			N	<p>I think the new walkways are brilliant. They will link existing circuits, create new circuits. Lyttelton is planning a walking festival next year and to know that new routes are being created will add to the options of this event.</p> <p>I am pleased the quarry is part of the reserve and hope that the idea of compost making with local organic waste can occur on this site and supplement the growing work of the Reserves Committee and local residents.</p> <p>Names:</p> <p>I think they should reflect the names of the people who have worked so hard on this project i.e.</p> <p>Broker Trail Tobias Trail Jolliffe Trail</p>	-

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
31		N			<ol style="list-style-type: none"> 1. I would protest very strongly about any proposed loop track through plantation ground. The land is unstable with many loose rocks and very big holes from underground water races (commonly called Maori Holes) 2. To my knowledge there has been at least two rocks which have damaged houses in Foster Terrace i.e. photo in local papers. 3. Two of these walkways are fire and water breaks for the houses in Foster Terrace and Gilmour. 4. The underground water races are a major issue in Foster Terrace and Gilmour, this was also why the road never continued to College Road. 5. The two easements in Foster Terrace are there because the ground was unstable because of the underground water races. 6. Where do you propose to put parking for these people who decide to walk the tracks. There is not enough parking for the people who live in the streets now without this problem. 7. The easement from Reserve Terrace through to Foster Terrace is of great concern the ground is also unstable with very large holes with these underground water races have you people ever looked over the ground at all. 	<p>All tracks will be developed to CCC Track Standards which includes final location.</p> <p>There will be no increase in the number of access points to the reserve than what is currently in place, and should in the future parking become a problem this can be addressed at this stage in conjunction with Transport staff.</p> <p>Council will endeavour to minimise risk of creating under-runners through prudent construction and management of future tracks.</p>
32	Y			N	<p>As a resident with main access to our property from Foster Terrace I have some concerns re parking and possible increase in traffic. Please ensure that this does not become an issue for people who actually live in Lyttelton.</p> <p>Otherwise – great proposal it will be wonderful to have this reserve on our doorstep</p> <p>Name: Polhill Reserve.</p>	<p>There will be no increase in the number of access points to the reserve than what is currently in place, and should in the future parking become a problem this can be addressed at this stage in conjunction with Transport staff.</p>
33	Y		Y			-

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
34	Y			N	<p>Re naming Reserve 68 to Urumau Reserve</p> <p>Urumau is an old traditional name originally for a cave located in that area. The cave has now disappeared. Urumau is referred to in Andersons Place Names of Banks Peninsula (page 224) and further Couch's, Rapaki Remembered (page 95).</p> <p>In the accompanying map 'Path network within the Lyttelton area' there is no identification of Tauhina-Korokio or Whakaraupo Reserves, though Buckley's and Greenwood Reserve are named. Maori place names should be recognised.</p>	-
35		N	Y		I would like to see native plants planted in the area behind Foster Terrace, left as 'rough grassland area'	Area will be maintained as an open rough grassland until it naturally regenerates.

	Support	Do not support	Support name	Do not support name	COMMENT	PROJECT TEAM RESPONSE
36	Y			N	<p>Excellent proposal as a local resident I use this area a lot. Walking my dog (it's hard to find an area in Lyttelton which is dog friendly).</p> <p>I really encourage the plantings of native plants to the area, increasing the birdlife.</p> <p>This summer I have seen wood pigeons fly over my house. I have lived here 40 years and rarely have seen them before. In the future it would be good to encourage the local residents e.g. Gilmour, Randolph, Foster by providing a native plant (species) guide suitable for them to use in their own gardens extending the visual impact of native flora and fauna in this special area. Many people I expect are keen but lack the knowledge of what natives to plant.</p> <p>I often use the Crater Rim walkway and have bush-wacked down Gilmour Terrace from the top main track there is a wonderful area of kowhai trees and other native plants established</p> <p>My only concern is parking for cars at the top of Gilmour Terrace, which would need consideration as the road is rather narrow, and not a lot of parking available.</p> <p>Otherwise keep up the good work!</p> <p>It is a great idea to link the track to the Timeball Station and Buckley's Reserve and excellent educational resource for schools etc.</p> <p>Names:</p> <p>Here is an opportunity to name the Reserve after someone who has given service to the community or environment or a Maori place name? (something which is unique to the Lyttelton Community)</p>	<p>The track at the end of Gilmour Terrace is to be used for emergency and maintenance vehicles. Parking will be disallowed through appropriate signage, (eg. "No Parking beyond this point for reserve access"), in conjunction with City Streets, however this entrance will still be available to pedestrian use.</p>
37	Y		Y			-

8. NEW STANDING ORDERS

General Manager responsible:	General Manager Regulation and Democracy Services , DDI 941-8462
Officer responsible:	Democracy Services Manager
Author:	Lisa Goodman, Democracy Services Manager

PURPOSE OF REPORT

1. To advise all Community Boards of the new Standing Orders for the Christchurch City Council, as adopted by the Council on 24 July 2008, and to seek a decision from each Community Board as to whether a Chair's casting vote will be used in meetings of their Board.

EXECUTIVE SUMMARY

2. On 24 July 2008 the Council adopted new Standing Orders. The previous Standing Orders were based on the New Zealand standard 9202:1992, with some local amendments. In 2003 Standards New Zealand issued a revised model (NZS9202:203) which has been used as the basis for the Council's new Standing Orders adopted on 24 July.
3. These new Standing Orders now apply to all of the Community Boards in the Council's district. A copy has been circulated **separately** to Board members.
4. The new Standing Orders are generally similar to the previous ones, but provide greater clarity in some areas and incorporate a range of useful information in the appendices. Key changes are:
 - (a) *Closure motions*: Inclusion of a provision that requires a vote of not less than 75 percent of the members present before a closure motion can be accepted by the Chairperson (3.12.2).
 - (b) *Reading of speeches*: the words "with the permission of the Chairperson" have been deleted (3.8.5).
 - (c) *Casting of Votes*: the words "and therefore the act of question is defeated and the status quo is preserved" have been deleted. There is now no casting vote for the chair of the Council or its committees (2.5.1(2)(b)). **Community Boards can individually decide whether or not they wish to use the casting vote, and this report seeks a decision from each Community Board on this issue.** A casting vote is where the chair has, in addition to a normal vote as a member, a second, "casting" vote to ensure a decision is made. In the absence of a casting vote, a motion will lapse if there is no majority for it.
 - (d) *Deputations and Presentations*: Deputations for the Council are now only in relation to reports that are on the agenda for the meeting for which the deputation is requested. **Council Committees and Community Boards retain the existing system of making a request of the Chair of the Committee or Community Board (3.19.1.2).**
5. A new Code of Conduct for the Council was also adopted on 24 July, modelled on the Council's current version. As that Code of Conduct binds Councillors only, a separate report will also be submitted to Community Boards in the near future seeking adoption of the new version.

FINANCIAL IMPLICATIONS

6. There are no financial implications.

LEGAL CONSIDERATIONS

7. Clause 27, schedule 7 of the Local Government Act 202 requires the Council to adopt a set of Standing Orders for the conduct of its meetings and those of its committees. Those Standing Orders must not contravene that Act, the Local Government Official Information and Meetings Act 1987, or any other Act.
8. As stated above, these new Standing Orders also apply to all of the Community Boards in the Council's district.

8. Cont'd

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?

9. Not applicable.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

10. Not applicable.

CONSULTATION FULFILMENT

11. None required.

STAFF RECOMMENDATION

It is recommended that the Community Board:

- (a) Note that on 24 July 2008 the Council adopted new Standing Orders for the Christchurch City Council, which are applicable to all of the Council's Community Boards.
- (b) Decide whether the Chairperson or other person presiding at meetings of the Lyttelton/Mt Herbert Community Board and its committees and subcommittees shall have a casting vote in the case of an equality of votes.

9. LYTTELTON HARBOUR ISSUES GROUP

A copy of the Minutes from the 15 July 2008 meeting of the Lyttelton Harbour Issues Group are **attached** for members information.

STAFF RECOMMENDATION

That the Minutes of the Lyttelton Harbour Issues Group meeting held on 15 July 2008 be received.

LYTTELTON HARBOUR ISSUES GROUP

*"To improve the harbour environment and habitat and achieve a fair balance between all interests"*MEETING AT GOVERNORS BAY COMMUNITY CENTRE
ON TUESDAY 15 July 2008**MEETING OPEN**

6:45 pm

ATTENDED

Angela Sheat	Community & Public Health
Claire Findlay	Corsair Bay, LHIG Chairperson
Shelley Washington	Environment Canterbury
Paula Smith	Diamond Harbour, Chairperson Lyttelton-Mt Herbert Community Board
Helen Chambers	Governors Bay, SWIM sampler
Debbie Sheriff	Sandy Bay, SWIM sampler
Donald Couch	Rapaki
Lesley Bolton-Ritchie	Coastal Water Quality Scientist, ECan
Anne Jolliffe	Lyttelton-Mt Herbert Community Board
Jeremy Agar	Lyttelton-Mt Herbert Community Board
Paul Pritchett	Church Bay, SWIM Coordinator
Stu Bould	Governors Bay
Kate Bould	Governors Bay
Ray Adams	Corsair Bay, SWIM sampler

APOLOGIES

Bill Woods	Springfield
Mike Day	Lyttelton Port Company
Maurice Day	Area Development Team Leader, at CCC
Cr Claudia Reid	CCC
Cr Eugenie Sage	Environment Canterbury
Evan Walker	ECan, Navigation Safety Manager
Stan Smith	Charteris Bay, SWIM sampler
Richard Coop	Diamond Harbour, SWIM sampler
Sam Noble	Diamond Harbour, SWIM sampler
Colin McLeod	Diamond Harbour
Sally Tripp	Governors Bay Landcare Group
Jeremy Agar	Lyttelton-Mt Herbert Community Board

TOPIC	ACTIONS
1. WELCOME	
2. ATTENDANCE AND APOLOGIES APOLOGIES were read out as above.	
3. MATTERS ARISING FROM 13 May 2008 MINUTES Minutes accepted as a true and accurate copy. Question regarding the 13 May 2008 minutes from Claire about what will be monitored in stream sampling. Lesley answered that is a usual suite of things, and listed these.	
4. HARBOUR SEDIMENTATION a) maps of vulnerable areas and ranking of level of problem by community to give to CCC Group members to give to me tonight or post to me by 23 July Helen handed in the map Sally Tripp has worked on (north part of Governors Bay). Donald Couch took this map away to complete the Rapaki part of this same map. Paul handed in the Diamond Harbour, Church Bay and Diamond Harbour maps. Discussion that there is sediment everywhere, on banks beside every road. A long-term problem, been going on ever since roads built. New driveways and private properties adding problems to public roads. Don't have curb and channel in small settlements, have culverts underneath, and sediment and gravel from the new roads go across the main roads. Claire showed us the map of Lyttelton and emphasised importance of marking clearly what the issues are, and to also take some photos if possible. Claire noted Owen will mostly be interested in infrastructure. Claire would like to find appropriate persons from Lyttelton. Age of the maps was discussed, are old but likely to be last time aerial photography done, ECan the same. Comment that group members would like Owen Southern to go discuss the issues they have noted for their area in person, if possible. Would be good if Owen Southern comes back quickly if he needs any further clarification and an update from him at the meeting after next. Stu & Kate would like to write on the Sandy Bay map. As this will currently be being used by Donald, Shelley to contact Owen Southern to get Map 3 sent to Stu & Kate Bould.	ClaireF to find appropriate persons in Lyttelton to do Lyttelton map. DonaldC to do Rapaki part of map and sent it and the notes Sally has prepared to Shelley. ShelleyW to contact Owen Southern and ask that another copy of Map 3 be sent to Stu & Kate Bould so they can do the Sandy Bay part of the map.

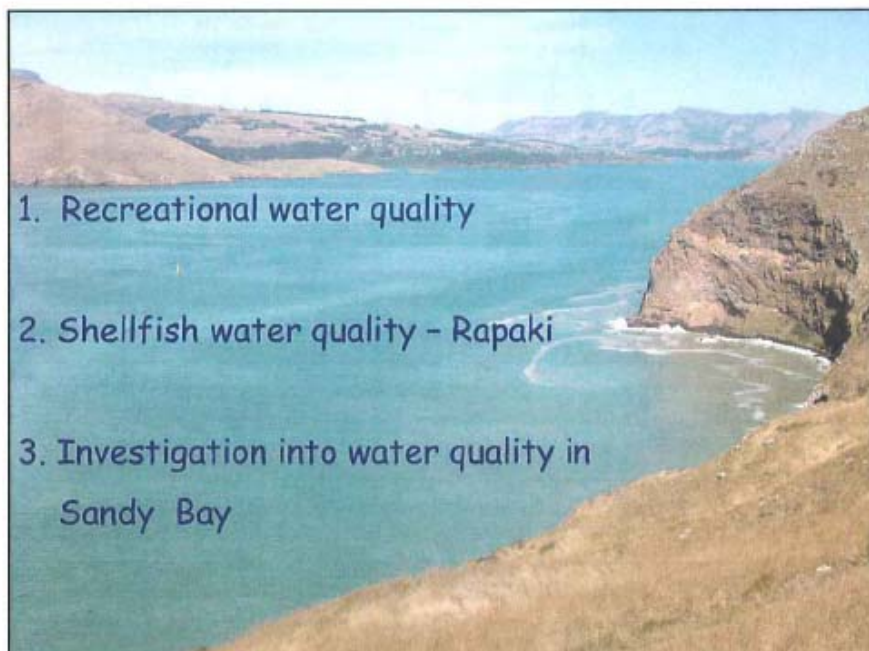
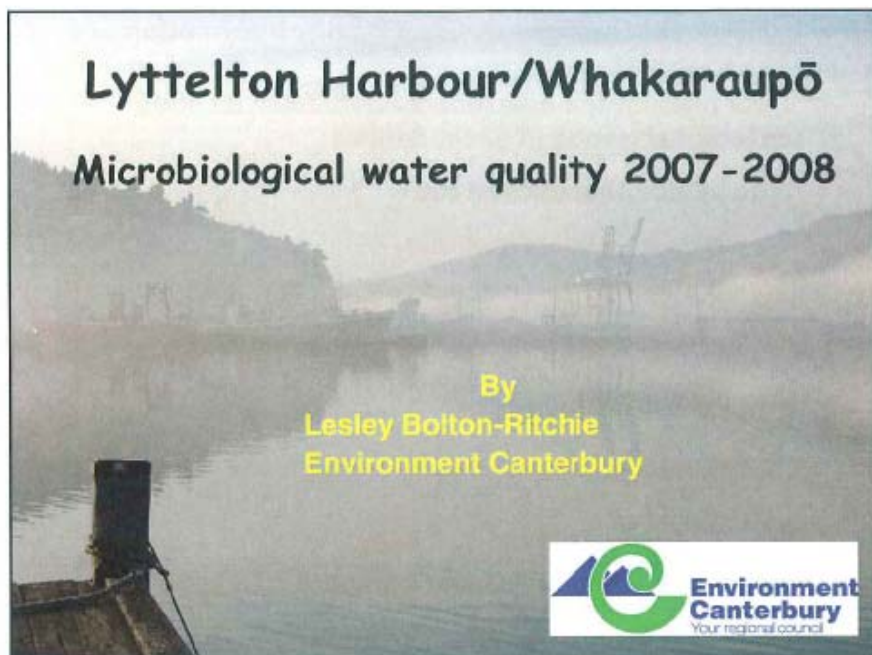
LHIG - FINAL Minutes 15 July 2008

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TOPIC	ACTIONS
<p>4 b) Lyttelton Harbour potential contaminated sources study complete and copies available this evening Decided that all group members should read this study report and discuss priorities at the meeting held after the next meeting.</p> <p>Next meeting to be focused on presentation of results of mudflat research by University of Canterbury staff for ECan, and meeting after that to focus on prioritising what group wishes to focus on in the Lyttelton Harbour potential contaminated sources study.</p> <p>Lesley Bolton-Ritchie noted (agenda item 6b) that the University of Canterbury work on the mudflats is now done and they are ready to speak to the group when the group is ready – check dates with them. Lesley said the study has shown that it has provided new information and more work may need to be done. Copy could be made available on CD as the report will be large.</p>	<p>All LHIG members to read Potential Contaminated Study report and discuss priorities at the meeting to be held after the next.</p>
<p>4 c) streams - updates on monitoring, investigation Report back on stream monitoring from Adrian Meredith:</p> <p>Shelley reported from Adrian Meredith that monitoring has commenced at Teddington stream part way up the catchment down a private driveway where it is upstream of tidal influence and that he and Julie and Fay at ECan are considering whether they should be sampling at either the stream beside the Quarry, Teddington, or both at the road, as that would require defining sampling under specific (low tide) conditions (and therefore also considering what the data would mean when analysed).</p> <p><u>Discussion:</u></p> <p>Stu Bould noted that the Septic discharge from pub is main discharge to Teddington stream. Stu also commented that Living Springs site is diluted flow, septic tanks from Living Springs has a great effect.</p> <p>Shelley will ask Fay to pull out data to see what is happening so far. Angela Sheat noted that she finds these comments useful and can pass information on and find out if Public & Community Health know about issues at Living Springs. Discussion about what area of pipes laid might be at Living Springs.</p> <p>Living Springs has been an issue for a long time. Stu and Kate have raised these issues (discharge from septic tank at Living Streams) for 14yrs in many ways and no improvement has been made. Group to take samples.</p> <p>Shelley to find appropriate person at Ecan and find out consent info. Stu & Kate Bould very knowledgeable on this topic so if need further detail can get this from them.</p> <p>Helen Chambers raised issue of spoil being put near edge of cliff where can wash into sea. Honeycomb cliffs on Governors Bay foreshore track. Helen groups should make submission to CCC as understand CCC doing up that foreshore track this Summer to make sure they are careful about managing spoil so doesn't contaminate sea.</p> <p>Report back from Michele Stevenson and Lesley Bolton-Ritchie about possible 'investigation':</p> <p>Shelley reported back the update from Michele Stevenson and Lesley Bolton-Ritchie on possible 'investigation' in relation to Lighthouse Lane building phase impacts.</p> <p>Update from ECan scientists is that it is on "their radar". Michele Stevenson is a Surface Water Quality Scientist with stormwater investigations work. Shirley has assigned scoping this project to her.</p> <p>Shelley was asked to ask the group some further questions as the scientists need more clear information on what the group wants, what it needs, and appropriate sites in order to scope this project. The questions were: What specifically will the group use the data for? And how benefit? What data does group want? How will group contribute? Also need a suggestion for a control stream. Also get more information from Paul Pritchett on Stoddard Drive, as potentially it could be a trial project before doing it at Lighthouse Lane.</p> <p><u>Discussion:</u></p> <p>Issue: danger of rain garden – safety. Issue: capacity of raingarden – unlikely to do anything useful Stu Bould noted that channels filled with silt. In last rain, it completely blocked near bus station and water went down near Letzgo Natives (onto private land), telephones went out.</p> <p>At Stoddard Tce water now flows all winter because picking up all showers because land more concreted. Issue: properties that have been there 50yrs are being affected by new developments</p> <p>Discussion about land near Link Stream.</p> <p>Paula Smith commented on CCC Integrated Catchment Management Strategies (South West area of ChCh is first of ten) and global stormwater consent application to ECan.</p> <p>Stu Bould noted this issue has been going on for 10yrs. Paul noted the anomaly that small subdivisions don't need to be notified so ECan can only do something if it rains, a pollution hotline call is made, and the ECan person visits the site while it is raining.</p> <p>Not enough planning ahead for obvious problems.</p>	<p>ShelleyW to ask Fay Farrant at ECan to pull out data and see what is happening so far.</p> <p>Group members/Kate & Stu to take water samples and get them analysed at ECan.</p> <p>ShelleyW to find appropriate person at Ecan and find out consent info.</p> <p>Helen to coordinate group members to make submission to CCC about spoil management in relation to foreshore track upgrade.</p> <p>ShelleyW to report back to Michele Stevenson on outcome of discussion.</p>

TOPIC	ACTIONS
<p>Kate Bould noted she is happy to keep noting issues and taking photos etc.</p> <p>Paul's measurements of streams – flow rates – loads of silt. After that work discussed further analysis.</p> <p>How much sediment is coming out of a small stream vs a big one. Quantity of sediment going into the harbour.</p> <p>Plus if more water is going into streams from subdivisions, but may not have sediment in this water once all housing and gardens complete. Building phase and long-term effect.</p> <p>Shelley noted (as per April) that ECan doesn't need this info for enforcement, and that doing work just to have data so officials listen isn't enough as officials already agree that there are these issues.</p> <p>Paul spoke about Black Point and that now ECan and CCC are working close together, some good examples of what is happening at Black Point now it is well managed. Some smaller sites can have a bigger effect.</p> <p>Decided that group to go away and think on topic. Don't progress it at this stage.</p> <p>Still talking about same issues as 20yrs ago. Kate & Stu: need proper drainage infrastructure. Pipes rather than scouring residential land below roads. Crap going down now is because of lack of proper drainage infrastructure (e.g. pipes) during big rainfall events. Stormwater issues study done years ago – Mike from Harbour Board (Paul and Stu familiar with this study).</p> <p>Paul feels a big study would be expensive and he doesn't feel it would achieve much. The works he did showed him it goes down side-channels and across land and in private properties. And that there are estimates of sediment getting into harbour.</p> <p>Know the issues and they have been round long-time and have got up in the night to collect data of what is going on in their local areas. Compliance issue. Drains under the ground everywhere, chasms under roads.</p> <p>Paula will follow up to find out more about current consents. Stu knows from CCC staff that older consents, not much can be done.</p> <p>Controls on stormwater entering harbour. Council staff can act when complaints made about specific consent conditions not being followed.</p>	
<p>5. SWIM (SAFE WATER INFORMATION MONITORING) SAMPLING update</p> <p>Lesley Bolton-Ritchie gave a presentation of the SWIM results from 07-08 and how this has influenced gradings. Results showed an improvement in most bays. The presentation also included the results of 07-08's investigation of Sandy Bay and the Seafood Safe to Eat studies undertaken at Rapaki. Results from the Sandy Bay investigation were:</p> <ol style="list-style-type: none"> 1. There is faecal contamination of the streams before they reach the more urbanised parts of their catchment 2. The urbanised areas contribute some faecal material to the streams 3. Elevated enterococci and faecal coliform concentrations in Sandy Bay are unlikely to be due to faecal contaminated sea water coming into the bay from the east or the south. <p>Rapaki Seafood Safe to Eat monitoring showed seafood is safe to eat. ECan and CCC will discuss Sandy Bay results to see what can be done. Rapaki seafood safe to eat monitoring will continue</p> <p>Article about SWIM results to go in Bay Harbour News.</p> <p>Decided Governors Bay Jetty results are looking good so this site will not be added. Will continue sites at Diamond Harbour Wharf and Bay. New SWIM sampling sign will go to wharf.</p>	<p>ShelleyW to provide Lesley's presentation to Nigel at Bay Harbour News who has agreed to write an article and check it by Lesley before putting in paper.</p>
<p>6. GENERAL BUSINESS</p>	
<p>6 a) Update from CCC</p> <ul style="list-style-type: none"> No one at meeting from CCC, nothing received via email. 	
<p>6 (b) Update from ECan</p> <p>MUDFLAT AND SOFT SEDIMENT WORK</p> <p>Subtidal mapping work - "Mapping Of The Soft Sediment Seabed of Lyttelton Harbour." Report as a result of this by University of Canterbury for Environment Canterbury is being completed this month. Derek Todd from University of Canterbury has agreed to present the results at a later meeting (Deidre Hart and Islay Marsden may also help present the results).</p> <p><i>Lesley Bolton-Ritchie spoke about this during agenda item 4(b).</i></p> <p>Report back on quarry from Dick Pilbrow in Enforcement</p> <p>Shelley reported that she had got an update from Dick Pilbrow at ECan in enforcement. His update on 30 June was that the person he is trying to get a consent is not responding to Dick's phone-calls and that Dick will follow this up. There has not been any recent complaints.</p> <p>Claire Findlay raised the issue of the Cass Bay rural track (the road with the washout) that we visited during</p>	<p>ShelleyW to get a further update from Dick in a few months time.</p>

TOPIC	ACTIONS
the field tour.	
<p>6 (c) Update from the Lyttelton Harbour Waste Water Working Party Tenders have been called for options, and then will go up for public discussion.</p> <p>Helen Chambers asked what land it would be discharged to. Answer is that don't know yet or know what quantities but contracts are let for more detail to be developed by an engineer on each option. Then there will be public meetings later this year and public consultation at four or five public venues to weigh up each of the options. First cut was to get down to a range of realistic options, which is why there is now three options, and each will be looked into in depth.</p>	
<p>6 (d) Update from the Lyttelton/Mt Herbert Community Board Paula Smith and Ann Joliffe said there is nothing in particular to update.</p>	
<p>6 (e) Change of chairperson No one present at this meeting wanted to become the chairperson.</p>	
<p>6 (f) Other items Claire Findlay – Canterbury Mayoral Forum Claire read out a letter she has received from the Canterbury Mayoral Forum about a coming meeting as part of the Canterbury Water Management Strategy. Claire noted it doesn't have much information in the letter. Not very clear to group and not really aware of what it has involved. Claire asked if the group was interested in being represented at this meeting which they were, and who would like to go. Debbie Sherriff, Kate Bould and Helen Chambers would all like to go to this meeting.</p> <p>Donald Couch – update from Rapaki on Mataitai Donald reported that it is the Tenth year anniversary this year of Rapaki's mataitai, which was New Zealand's first. Suggestions of expanding the mataitai. Rapaki Runanga have met with Ministry of Fisheries. Principle of local management and changing bylaws. Would work through it with people in each bay. Concern is that system in Rapaki works well for Rapaki and expanding it would have to be different so prefer to start from scratch and develop proposal if there is interest. Then will go to local associations. Those present think it will be of interest. Rapaki is happy with how mataitai has worked for last 10years. Rahui on taking paua has increased paua. Can develop bylaws specific to specific bays.</p> <p>Claire raised issue of people taking huge quantities of fish at times and what to do when see this.</p> <p>Idea from Cr Claudia Reid Shelley passed on an idea emailed by Cr Claudia Reid: that Akaroa Harbour Issues Working Group minutes are attached and circulated with the Akaroa/Wairewa Community Board agenda. I don't think this happens in the case of Lyttelton, but if people agree, it's a good idea, because it gives a wider circulation and coverage of the issues and information.</p> <p>This was discussed with the group and decided it would be a good idea. Would like attached to the public document.</p>	<p>ShelleyW to ask Liz Carter to attach LHIG minutes to Lyttelton/Mt Herbert Community Board agenda – attached to the public document.</p> <p>ClaireF to register interested group members for Canterbury Mayoral Forum meeting.</p>
<p>NEXT MEETING: To be advised, once have confirmed a suitable date with University of Canterbury speakers, and confirmed venue available.</p> <p>Shelley advised that she away 31 July to 1 October. If maps are arrive with Shelley after 31 July, Jenny Bond will be checking Shelley's in-tray and Shelley will let Jenny know to give these to Owen Southen.</p> <p>Group decided want mudflat talk at next meeting and that this should be held between now and the time Shelley is realistically able to next organise and attend a meeting (late October). University of Canterbury speakers need to be organised. Dates suggested for next meeting 2nd or 9th September.</p> <p>Group requested that Shelley ask Jenny Bond if she is able to organise this meeting. Lesley Bolton-Ritchie may help with liaison with the University of Canterbury speakers.</p>	<p>ShelleyW to see if University speakers can present, and which dates they prefer.</p>
MEETING CLOSED 9:30pm	



How I will present recreation water quality information

1. I will present the enterococci data from all sites to look for trends in exceedences

The values that exceed the -

Alert (> 140 enterococci)

and

Action (> 280 enterococci) concentrations are highlighted

NOTE: When these concentrations occur re-sampling is undertaken

3. I will give the new SFRG and compare it to previous years

	4-Dec-07	11-Dec-07	18-Dec-07	27-Dec-07	3-Jan-08	8-Jan-08	15-Jan-08	22-Jan-08	29-Jan-08	5-Feb-08	12-Feb-08	19-Feb-08	26-Feb-08	4-Mar-08	11-Mar-08
Corsair	2	2	1000	2	<2	2	2	170	6	54	6	20	<2	2	6
Cass	2	4		10		<2	2	240	20	<2	150	10	<2	4	2
Rapaki	4	8	130	8	<2	<2	10	6	2	6	2	12	<2	2	6
Governors	4	<2	13	110	<2	2	<2	<2	<2	2	8	18	52	6	<2
Charteris	2	4	40	4	4	6	2	6	12	6	12	6	<2	6	140
Church	<2	<2	15	2	<2	<2	16	98	<2	<2	14	130	64	6	90
Diamond jetty	<2	<2	<2	<2	<2	<2	<2	<2	<2	4	110	4	2	<2	<2
Diamond	<2	4	16	34	4	22	<2	24	<2	2	6	700	6	<2	<2
Purau	<2	2	75	16	14	24	8		<2	<2	20	6	100	2	24

RECREATIONAL WATER QUALITY

Grading a beach (based on MfE guidelines)

The two components used to grade a beach are:

• **Microbiological Assessment Category (MAC)**

This is based on 5 years of microbiological results and provides a measurement of the general water quality over an extended period of time.

• **Sanitary Inspection Category (SIC)**

This is a measure of the susceptibility of a water body to faecal contamination

**These are combined to give an overall
Suitability for Recreation Grade (SFRG)**

Purau

2003-2004	1500	56	80	62	120	80	4	82	4	44	6				
2004-2005	110	24	240	2	8	16	2	<2	140	400	18	<2	18	18	38
2005-2006	2	14	<2	56	<2	6	24	34	2	82	330	120	20	310	
2006-2007	<1	<1	8	10	<2	56	6	56	4	2	100	28	34	2	
2007-2008	<2	2	78	18	14	24	8	<2	<2	20	6	100	4	28	

Purau

Year	n	95%ile	MAC	SIC	SFRG
2002/2003	58	206	C	Moderate	Fair
2003/2004	61	188	B	Moderate	Good
2004/2005	60	190	B	Moderate	Good
2005/2006	67	313	C	Moderate	Fair
2006/2007	68	312	C	Moderate	Fair
2007/2008	68	312	C	Moderate	Fair

The potential sources (SIC) of faecal contamination at this site are:

- Stream discharging close to the recreational area with the stream potentially affected by:
 - stormwater outlets with potential sewage contamination/combined stormwater outlet
 - run-off from low-intensity agriculture/rural/urban activities

Diamond Harbour - Bay

2003-2004	<1	5	<2	2	<2	38	4	40	2	780	<2				
2004-2005	4	<2	72	<2	4	<2	<2	<2	2	14	6	<2	4	<2	350
2005-2006	<2	6	8	36	2	<2	<2	18	<2	18	4500	2	<2	6	
2006-2007	<1	1	17	3	<2	22	<2	38	2	4	10	<2	86	72	
2007-2008	<2	4	16	34	4	22	<2	24	<2	2	6	700	6	<2	<2

Diamond Harbour Bay

Year	n	95%ile	MAC	SIC	SFRG
2002/2003	72	619	D	Moderate	Poor
2003/2004	73	762	D	Moderate	Poor
2004/2005	69	365.5	C	Moderate	Fair
2005/2006	68	393	C	Moderate	Fair
2006/2007	68	393	C	Moderate	Fair
2007/2008	69	367.5	C	Moderate	Fair

The potential sources (SIC) of faecal contamination at this site are:

- Stream discharging close to the recreational area with the stream potentially affected by:
 - stormwater outlets with potential sewage contamination/combined stormwater outlet
 - run-off from low-intensity agriculture/rural/urban activities

Diamond Harbour wharf

2004-2005	<2	6	10	<2	<2	2	<2	<2	2	6	<2	<2	<2	<2
2005-2006	2	>400	<2	<2	<2	<2	2	<2	2	<2	40	4	<2	<2
2006-2007	<1	<1	10	<1	<2	2	<2	<2	<2	<2	<2	<2	4	
2007-2008	<2	<2	<2	<2	<2	<2	<2	<2	<2	4	110	4	2	<2

Diamond Harbour wharf

Year	n	95%ile	MAC	SIC	SFRG
2006/2007	43	20.5	A	Low	Very Good
2007/2008	58	28	A	Low	Very Good

The potential sources (SIC) of faecal contamination at this site are:

- run-off from low-intensity agriculture/rural/urban activities

Church Bay

2003-2004	1	<1	2	2	<2	4	2	2	5	4	2	4			
2004-2005	4	140	4	<2	2	6	<2	<2	4	<2	<2	4	<2	14	
2005-2006	4	2	2	6	<2	<2	<2	66	4	300	110	<2	<2		
2006-2007	<1	1	18	<1	6	4	40	12	<2	2	<2	<2	22	<2	
2007-2008	<2	<2	16	2	<2	<2	16	96	<2	<2	14	130	64	6	80

Church Bay

Year	n	95%ile	MAC	SIC	SFRG
2002/2003	63	91	B	Low	Good
2003/2004	66	160.8	B	Moderate	Good
2004/2005	62	124.4	B	Moderate	Good
2005/2006	65	122	B	Moderate	Good
2006/2007	67	119.6	B	Moderate	Good
2007/2008	68	112	B	Moderate	Good

The potential sources (SIC) of faecal contamination at this site are:

- Stream discharging close to the recreational area with the stream potentially affected by:
 - stormwater outlets with potential sewage contamination/combined stormwater outlet
 - run-off from low-intensity agriculture/rural/urban activities

Charteris Bay

2003-2004	<1	2	<2	<2	2	2	4	2	70	2	430	<2			
2004-2005	2	18	37	2	4	4	4	<2	2	46	<2	<2	12	<2	
2005-2006	6	<2	2	56	6	<2	92	2	4	260	<2	<2	6		
2006-2007	<1	<1	<1	<1	<2	<2	4	33	<2	2	12	2	640	<2	
2007-2008	2	4	46	4	4	6	2	6	12	6	12	6	<2	8	140

Charteris Bay

Year	n	95%ile	MAC	SIC	SFRG
2002/2003	67	75	B	Low	Good
2003/2004	69	97.5	B	Low	Good
2004/2005	69	97.5	B	Low	Good
2005/2006	66	125.6	B	Low	Good
2006/2007	67	285.5	C	Low	Fair
2007/2008	68	152	B	Low	Good

The potential sources (SIC) of faecal contamination at this site are:

- Stream discharging close to the recreational area with the stream potentially affected by:
 - stormwater outlets with potential sewage contamination/combined stormwater outlet
 - run-off from low-intensity agriculture/rural/urban activities

Sandy Bay

2003-2004	<1	1	<2	<2	20	2	<2	3	18	<2	38000	5	2		
2004-2005	6	26	8	<2	<2	<2	<2	<2	26	1500	2	<2	120	<2	1000
2005-2006	84	<2	2	4	<2	13	2	15	4	260	50	2	52		
2006-2007	<1	1	1	2	<2	8	4	<2	2	2	10	<2	2		
2007-2008	4	<2	16	110	<2	2	<2	<2	<2	4	6	18	68	8	<2

Sandy Bay

Year	n	95%ile	MAC	SIC	SFRG
2002/2003	71	332	C	Moderate	Fair
2003/2004	76	420	C	Moderate	Fair
2004/2005	76	1000	D	Moderate	Poor
2005/2006	73	1000	D	Moderate	Poor
2006/2007	70	1000	D	Moderate	Poor
2007/2008	69	297	C	Moderate	Fair

The potential sources (SIC) of faecal contamination at this site are:

- Stream discharging close to the recreational area with the stream potentially affected by:
 - stormwater outlets with potential sewage contamination/combined stormwater outlet
 - run-off from low-intensity agriculture/rural/urban activities

Rapaki

2003-2004	6	4	25	5	17	8	130	4	17	<2	14	2	<2		
2004-2005	<2	86	8	<2	12	56	<2	<2	180	30	<2	6	<2	4	<2
2005-2006	<2	6	100	6	110	10	260	2	<2	22	18	18	18		
2006-2007	2	<1	<2	2	10	8	>400	<2	2	4	2	56	12		
2007-2008	4	8	130	8	<2	<2	10	6	2	6	2	12	<2	2	6

Rapaki

Year	n	95%ile	MAC	SIC	SFRG
2002/2003	72	203	C	Moderate	Fair
2003/2004	73	127	B	Moderate	Good
2004/2005	71	129	B	Moderate	Good
2005/2006	69	181.5	B	Moderate	Good
2006/2007	67	137.5	B	Moderate	Good
2007/2008	69	132.5	B	Moderate	Good

The potential sources (SIC) of faecal contamination at this site are:

- Stream discharging close to the recreational area with the stream potentially affected by:
 - stormwater outlets with potential sewage contamination/combined stormwater outlet
 - run-off from low-intensity agriculture/rural/urban activities

Cass Bay

2003-2004	7	510	2	12	4	<2	4	82	220	700				
2004-2005	<2	14	8	4	14	<2	<2	12	4	8	<2	6	2	4
2005-2006	18	58	>400	<2	10	2	<2	6	4	6	22	2	4	6
2006-2007	<1	<1	2	2	<2	60	<2	24	14	<2	24	<2	56	30
2007-2008	2	4	10	<2	2	240	20	<2	150	10	<2	4	2	

Cass Bay

Year	n	95%ile	MAC	SIC	SFRG
2002/2003	65	155	B	Moderate	Good
2003/2004	62	336	C	Moderate	Fair
2004/2005	59	379.5	C	Moderate	Fair
2005/2006	63	438.5	C	Moderate	Fair
2006/2007	65	427.5	C	Moderate	Fair
2007/2008	65	280	C	Moderate	Fair

The potential sources (SIC) of faecal contamination at this site are:

- Stream discharging close to the recreational area with the stream potentially affected by:
 - stormwater outlets with potential sewage contamination/combined stormwater outlet
 - run-off from low-intensity agriculture/rural/urban activities

Corsair Bay

2003-2004	1400	<1	2	<2	7	10	150	2	78	<2	2600	2	42		
2004-2005	<2	2	4	2	8	6	18	<2	36	180	<2	2	10	2	2
2005-2006	18	48	140	6	8	<2	<2	140	2	120	270	30	4	4	
2006-2007	2	2	1	2	<2	6	2	<2	<2	2	22	<2	>400	<2	
2007-2008	2	2	1000	2	<2	2	2	170	6	54	6	20	<2	2	6

Corsair Bay

Year	n	95%ile	MAC	SIC	SFRG
2002/2003	69	442	C	Low	Fair
2003/2004	70	490	C	Low	Fair
2004/2005	69	535.5	D	Low	Follow-up -> Pocr
2005/2006	68	581	D	Low	Follow-up -> Pocr
2006/2007	70	400	C	Low	Fair
2007/2008	71	393.5	C	Low	Fair

The potential sources (SIC) of faecal contamination at this site are:

- Stream discharging close to the recreational area with the stream potentially affected by:
 - run-off from low-intensity agriculture/rural/urban activities
 - run-off from feral animals

Rapaki – are the shellfish safe to eat?

Faecal coliforms/100mL	
2	
12	
6	
21	
<1	
7	
4	
27	
2	
8	
23	
62	
5	
22	
16	
median	8
Percent >43	6.7

For the shellfish to be safe for eating:

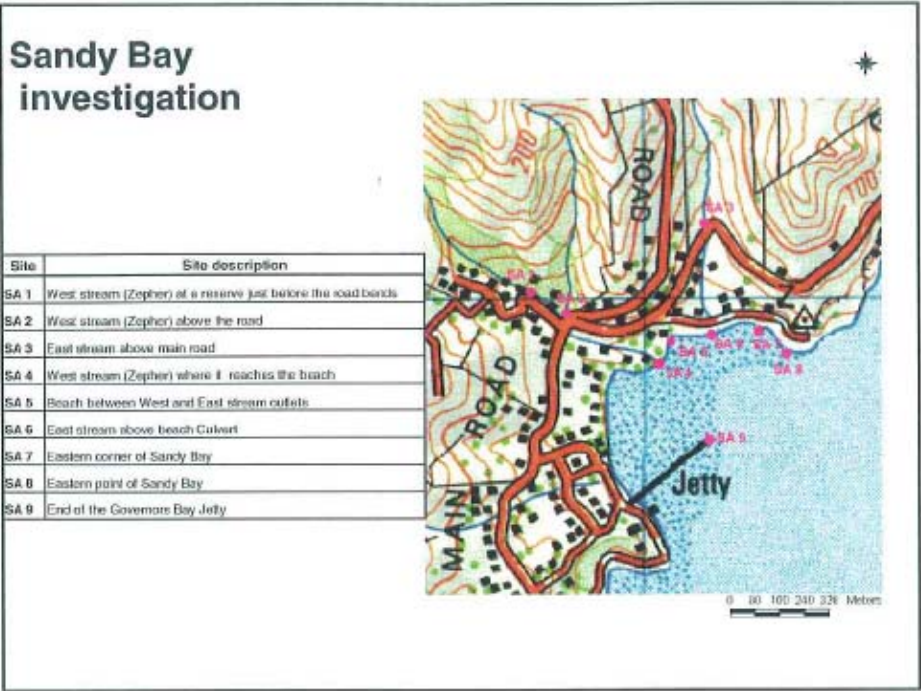
The median faecal coliform concentration should not exceed 14/100mL

- complies

AND

the single sample concentration of >43/100mL should not be exceeded in more than 10% of the samples (MfE, 2003)

- complies



Date	Raining	Rain Previously
17-Oct-07	no	no
30-Oct-07	no	no
21-Nov-07	no	no
14-Nov-07	yes	moderate
28-Nov-07	no	moderate
18-Dec-07	yes	moderate

Enterococci concentrations

Freshwater sites

	SA1	SA2	SA3	SA4	SA6
No rain	24	150	4	96	46
No rain	18	2	14	220	12
No rain	20	8	120	10	28
Rain				2200	
Rain	180	5300	550	450	280
Rain	2200	3200	15000	3900	6600

Marine sites

	SA5	SA7	SA8	SA9
No rain	4	1	2	1
No rain	46	2	1	1
No rain	80	10	1	4
Rain	250	88	12	1
Rain	56	12	2	1
Rain	40	10	2	2

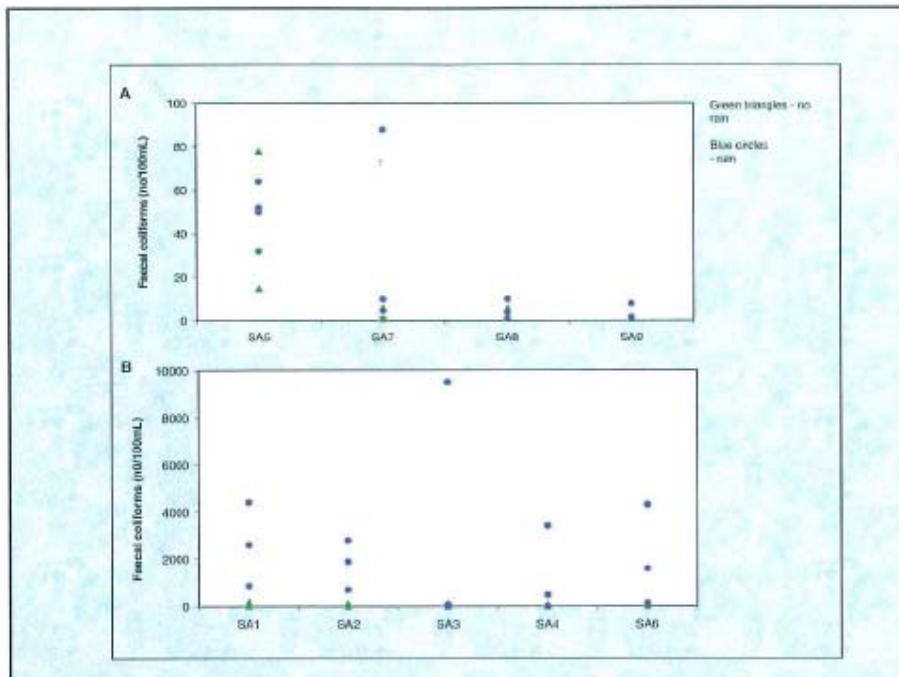
Faecal coliform concentrations

Freshwater sites

	SA1	SA2	SA3	SA4	SA6
No rain	170	100	48	46	56
No rain	7	2	12	40	6
No rain	48	110	25	31	3
Rain	870	1900	>400	>400	130
Rain	2600	700	74	470	1600
Rain	4400	2800	9500	3400	4300

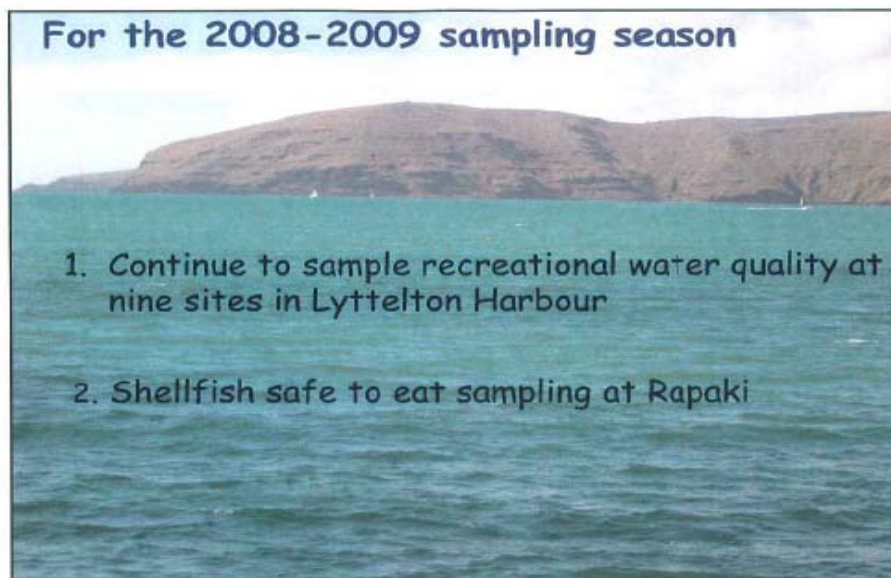
Marine sites

	SA5	SA7	SA8	SA9
No rain	32	1	1	1
No rain	78	6	2	1
No rain	15	1	6	2
Rain	50	88	4	1
Rain	64	10	10	8
Rain	52	5	1	2



Conclusions

1. There is faecal contamination of the streams before they reach the more urbanised parts of their catchment
2. The urbanised area contribute some faecal material to the streams
3. At the Governors Bay Jetty and the eastern most point enterococci and faecal coliform concentrations were low during fine and wet weather, i.e.:
 - water quality at these sites is not influenced by moderate rainfall
 - Elevated enterococci and faecal coliform concentrations in Sandy Bay are unlikely to be due to faecal contaminated sea water coming into the bay from the east or the south.



10. BRIEFINGS

10.1 LYTTTELTON TOWN CENTRE UPGRADE

Jack Wormald will update the Board on the status of the Lyttelton Town Centre Upgrade.

11. COMMUNITY BOARD ADVISERS UPDATE

11.1 PROPOSED WASTE MANAGEMENT BYLAW

Submissions to the Christchurch City Council Proposed Waste Management Bylaw 2009 close on 10 September. The Bylaw consultation document has been forwarded to Board members under separate cover.

The Board may wish to make a submission on this bylaw.

11.2 WHEELIE BIN KERBSIDE COLLECTION TRIAL

A trial pick-up of the new wheelie bins on the steep streets around Lyttelton has been arranged to follow the Lyttelton-Mt Herbert Community Board on 16 September. Tim Joyce (Manager Contracts Maintenance) has agreed to provide a demonstration for Board members at 1.00pm that day.

11.3 CHARACTER HOUSING GRANTS PANEL

It appears that the Board has not appointed a member to sit on the Character Housing Grants Panel for this term of the Lyttelton-Mt Herbert Community Board.

Staff have advised that the Board needs to confirm an appointment to the Panel. Any new appointee would need suitable training, before sitting on the Panel to hear applications for funding. Board member Jeremy Agar was the representative in the previous term.

Staff Recommendation

It is recommended that the Board appoint a member to the Character Housing Grants Panel for the 2007/2010 triennial term.

11.4 LYTTTELTON TOWN CENTRE – DESIGN & APPEARANCE ISSUES

At meetings earlier this year the Board asked for information from staff on providing additional protection for the existing historic character of the Lyttelton Town Centre, including seeking information on heritage orders, Special Amenity Areas, the Urban Design Protocol and design advisory committees. The Board wanted to know what systems or processes could be put in place in the future to ensure protection for the historic fabric and amenity values of the area.

The Programme Manager, Liveable City (Carolyn Ingles) has replied to the Board's request. She has reported that there is funding in the 2009/2010 budget under the *Lyttelton community scoping and community plan* for strategic planning work to be carried out in Lyttelton. The retention of heritage values is one of the suggested measures and/or indicators for that project.

Strategy and Planning staff will consult with the Board next year on numerous issues relating to the Lyttelton Plan, including those the Board has mentioned. Currently there is no budget available to carry out any action that might arise from consultation with the Board at this point; plus the consultation would have to be repeated next year when the Lyttelton Plan is commenced.

11.5 MEMORIAL WALL

A memorandum is **attached** from Maria Adamski, regarding the proposal from the Lyttelton Rotary Club to erect a memorial wall in Lyttelton.

In summary, staff are happy with the proposal and believe the site is an appropriate one on which to place the memorial, provided the requests and conditions outlined in the memo are met. It is now over to the Board to discuss the issue again in light of the advice from staff. The Boards decision can then be relayed to the Lyttelton Rotary Club.

If the Board does endorse the project, and it proceeds, a letter of understanding would be required between Council and the Rotary Club so that ongoing responsibilities are clear. The resource consent process for the wall(s) to be erected would ensure compliance with the District Plan and would satisfy the requirement for consultation. The landscape plan for the reserve will be reported to the Board as a maintenance upgrade through normal processes.

Christchurch City Council City Environment Group

Memorandum

Date: 23 July 2008

From: MARIA ADAMSKI (Parks Contracts Manager)

To: LYTTTELTON/MT HERBERT COMMUNITY BOARD
LIZ CARTER – PRINCIPAL BOARD ADVISOR

ROTARY CLUB OF LYTTTELTON SCULPTURE OF REMEMBRANCE PROPOSAL FOR THE FORMAL GARDENS IN LYTTTELTON

An application to construct a memorial wall in the Formal Gardens, Lyttelton was presented to the Lyttelton/Mt Herbert Community Board in March 2008. The proposal is for a memorial 2.966m wide, 2.06m high and 1.048m deep for people who have been lost at sea, who have had their ashes scattered at sea, who need somewhere to go to reflect and who have family or friends whose remains are resting at sea. The memorial wall will be made up of tiles with individual names, in addition a web site is proposed for additional information on each person.

A number of technical staff have assessed this proposal with the following issues being investigated:

Planning, Design and Construction Issues

The proposal is located in the Recreation Reserve Zone in Lyttelton. The memorial constitutes a sign and will require a resource consent given the size parameters for signs within that zone. A building consent will be required due to height of the memorial.

The Formal Gardens are in close proximity to several Banks Peninsula listed buildings and one Historic Places Trust (HPT) listed building. While none of the buildings are listed with a setting it is pertinent to consider any impacts on heritage values in general. HPT have no concerns with the proposal, as long as the Accidental Discovery Protocol for archaeology is followed. Council's heritage policy planner's have no concerns in regards to the structure affecting heritage values of nearby heritage buildings.

The Parks and Waterways Planner for cemeteries is supportive of the proposal and suggests that the information be linked to the cemeteries/library website.

Following a site meeting with the applicants rather than having tiles on the front and back, two memorials could be installed with tiles on one side only. This would be the preferred option with both memorials then being easily viewed while looking across the harbour. It was further clarified that the distinction between cremains vs persons lost at sea will be made on the website.

Location issues

The location chosen next to the Plunket rooms has provision for adequate road parking providing easy access and is next to the Baden Powell Walkway. The wall will enhance the history of the area and provide an interesting stopping point along this walkway.

The reasons this site was chosen by the Rotary Club were for its historical significance, its proximity to Lyttelton township for elderly and tourist visitors to access, it would serve as a visual attraction for tourists and enhance the area and make it more appealing for the whole community.



The original memorial was to be double sided but following an onsite meeting it was proposed for two separate one-sided memorials at either end of the Formal Gardens. In addition the site has become rundown and requires enhancing and it was further suggested it would be pertinent to have a landscape plan prepared for the site that would address issues such as the fence, planting, seating and the location of the memorials. Council funding has been allocated for a landscape plan to be prepared and a design brief has been developed.



The site contains two other plaques, one commemorating 100 years of Women's Suffrage (1993) and the other the 150 Anniversary of the departure of the Early Settlers from England to Lyttelton (2000). These important commemorations are currently lost within the site and will be enhanced as a result of the above project.

Alternative locations have been explored, with the Timeball site being rejected due to accessibility.

Maintenance Issues

All administration and maintenance associated with the memorial (purchasing, engraving and installing of tiles, updating records and website, repairs/maintenance of structure) would remain the responsibility of the Lyttelton Rotary Club. Maintenance of the grounds around the memorial would be the responsibility of Council which is not expected to incur any extra costs.

Summary

Council staff are supportive of this proposal and subject to the requirements above agree to siting the memorial at the Formal Gardens in Lyttelton.

A handwritten signature in black ink, appearing to read 'MA', with a long horizontal stroke extending to the right.

Maria Adamski
PARKS CONTRACTS MANAGER
Ext 5103

on behalf of
John Revell
CONTRACTS MANAGER URBAN PARKS
Ext 8796

12. BOARD MEMBERS INFORMATION EXCHANGE

13. BOARD MEMBERS QUESTIONS