



Christchurch City Council

LYTTELTON-MT HERBERT COMMUNITY BOARD AGENDA

TUESDAY 21 OCTOBER 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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- PART A - MATTERS REQUIRING A COUNCIL DECISION
- PART B - REPORTS FOR INFORMATION
- PART C - DELEGATED DECISIONS

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1. APOLOGIES

2. CONFIRMATION OF MEETING MINUTES – 16 SEPTEMBER 2008

The Minutes of the Board's ordinary meeting of 16 September 2008 are **attached**.

STAFF RECOMMENDATION

That the Minutes of the Board's ordinary meeting held on 16 September 2008 be confirmed.

**LYTTELTON/MT HERBERT COMMUNITY BOARD
16 SEPTEMBER 2008**

**A meeting of the Lyttelton-Mt Herbert Community Board
was held on Tuesday 16 September 2008 at 9.30am**

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

APOLOGIES: An apology was received and accepted from Dawn Kottier

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 Rod Lawrence – Banks Peninsula Signage Project

Mr Lawrence updated the Board on the signage project he was working on, and advised that 42 sign requests had been received. He hoped to have a final list of proposed signs ready in two weeks, so that a formal report could come to the October Community Board meeting. All existing signs have been photographed and an inventory prepared. Heritage signs would receive priority in the upgrade.

In reply to a question regarding signage for Urumau Reserve, Mr Lawrence advised that no request had been received for signs in this area. He will investigate and make contact with the appropriate people.

A suggestion was made for less confusing signage in the City to direct visitors to Akaroa and further points south.

1.2 Chris Twemlow and Emma Odering – Lyttelton Harbour Basin Youth Council

Mr Twemlow and Ms Odering advised the Board that the Lyttelton Skatepark is now in need of a repaint. It is eight years since it was originally painted by local young people and it is now rundown and covered with tagging. The proposal is for Project Legit to assist with a new design and to supervise the repainting, which would be dedicated to the memory of a local youth who had tragically died from cancer last year. New gates and seats could also be installed and there would be considerable input from local youth.

The Board were advised that Project Legit had undertaken the Waltham Park area upgrading from the consultation stage through to design and completion, and the proposal was that they would undertake the Lyttelton project in a similar manner.

It was explained to Mr Twemlow and Ms Odering that the Skatepark area is part of a local heritage area of Lyttelton which encompasses the adjoining Gaol and Rose Gardens. Any design brief for repainting should incorporate input from the groups involved with those sites, and should be compatible with the surrounding area. There was also the prospect of the general public being concerned about the design so the Board sought reassurance on the process that was being followed, particularly as this area was a public reserve.

It was agreed that Project Legit would organise for the design sketches to be shown to the Board along with some background on other projects their organisation had been involved with. The consultation documentation would also go to local Community Associations and Project Lyttelton.

1 Cont'd**1.3 Mayor Bob Parker and Chief Executive Officer Tony Marryatt**

Mayor Parker and Mr Marryatt updated the Board on the Long Term Council Community Plan (LTCCP) and the Board's involvement in that process. They advised they would be expecting the Community Board to prioritise capital projects and be fully involved in consultation and input when the Draft LTCCP is available.

Mr Marryatt provided a sample of an Activity Management Plan for the Board to view. The Board requested a list of all the Activity Management Plans so members could be aware of the range of Council activities and have a starting point for debate.

1.4 Ann Campbell – Urumau Reserve

Ms Campbell explained details of the consultation carried out concerning the re-naming of Reserve 68 as Urumau Reserve, in response to a query raised by the Board. Ms Campbell confirmed the majority of submissions received were in favour and the matter had also been discussed with the Reserve Management Committee. The Rapaki Committee had also provided favourable feedback on the proposal. Members suggested that even wider public consultation may be needed in future before names for local reserves and public places were chosen.

2. CORRESPONDENCE**2.1 Diamond Harbour Community Association Committee – Roading Issues**

An email had been received from the Association expressing concerns about the safety of children and pedestrians on the roads in Diamond Harbour.

The Board **received** this correspondence and asked that it be passed to staff for comment on the concerns raised by the Association.

2.2 Ms Jenny Laidlaw – Youth Development Fund

A letter had been received from Ms Laidlaw expressing her concern that the Lyttelton-Mt Herbert Community Board has not got a Youth Development Fund. She urged the Board to reconsider its decision not to have such a fund.

The Board **received** the letter from Ms Laidlaw and agreed to consider whether to revisit its decision on the establishment of a Youth Development Fund, as part of a wider discussion at the next Board meeting on the allocation of its Discretionary Response Fund.

3. SMALL PROJECTS FUND ASSESSMENT COMMITTEE

The Board **received** the minutes of the Small Projects Fund Assessment Committee meeting held on 18 August 2008.

4. BRIEFINGS**4.1 Lyttelton Roading Matters – David McNaughton and Philip Crossland**

David McNaughton presented a photographic report on flood and slip damage that had occurred on Banks Peninsula during recent storms and advised that the cost of repairs would be approximately \$2 million. Board members commented favourably on work carried out over the last two years which probably contributed to far lesser damage than would have occurred under the circumstances.

4 Cont'd

Mr McNaughton also provided plans for improving the safety of the Rapaki Bus turnaround.

Philip Crossland briefed the Board on three main projects which will be taking place at a cost of \$775,000 in the Dyers Pass Road area over the coming year:

- Stormwater control at the top of the Pass.
- Slow vehicle Bay at a cost of \$370,000.
- New guardrail being installed lower down.

5. COMMUNITY BOARD ADVISER'S UPDATE

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

- Changing Rooms Diamond Harbour: Ian Jackson has suggested that the building be demolished and the toilet block upgraded and used as changing rooms. The Board agreed that this was probably the best course of action as the changing rooms were considered beyond repair.
- Governors Bay Foreshore Project Committee: The Board **decided** that Paula Smith should act as the Board's liaison person to this Committee.

6. BOARD MEMBERS INFORMATION EXCHANGE

Members made specific mention of the following matters:

- Biodiversity Fund – members agreed this was a good idea and should be considered as part of the discussion regarding the Discretionary Response Fund.
- Lyttelton Signal Box – members requested that a seminar be convened with appropriate staff and community interest groups to discuss the signal box site, development, initiatives and planning.
- Governors Bay School – The Governors Bay Community Association have reported that a one way approach is needed on the road behind the local School. The Board asked for this issue to be referred to staff for comment.
- Bus Review – a question was raised as to whether the Board would make a submission, particularly with regard to the Exeter/Dublin Street intersection. The Chairperson undertook to co-ordinate a submission from the Board.
- Resource Consent Applications – the Community Board Adviser was asked to follow up on the undertaking that had been given by staff, for Community Boards to be supplied with information on significant or contentious applications.

7. BOARD MEMBERS QUESTIONS

Claudia Reid tabled the following question:

“Can the City Environment Group advise if the construction of proposed new footpaths at Charteris Bay be timed to align with the upheaval of the water and sewer upgrade that will take place in 2009?”

PART C - REPORT ON DELEGATED DECISIONS

8. CONFIRMATION OF MINUTES

The Board **resolved** that the minutes of the ordinary meeting held on Tuesday 19 August 2008 be confirmed.

9. APPLICATION TO DISCRETIONARY RESPONSE FUND – DIAMOND HARBOUR SINGING GROUP

The Board considered a report seeking funding for a workshop for this Group. It was explained that this application had been ineligible for the Small Projects Grants and had missed the deadline for applications to Creative New Zealand Funding.

Board members had some reservations regarding this application as it was felt that a group should be able to self-fund workshops which they actually plan. It was also unfortunate that the group had missed the deadline for Creative NZ Funding as that was considered a more appropriate source than the Board’s Discretionary Response Funding. Members also noted that the group had received a grant of \$2000 from the Board in 2007/08.

The Board **resolved** to decline the application from the Diamond Harbour Singing Group for a grant from the Discretionary Response Fund.

10. APPLICATION TO DISCRETIONARY RESPONSE FUND – DIAMOND HARBOUR OSCAR GROUP

The Board considered a report seeking funding for this newly established Group to fund the development of a business plan to comply with Ministry of Social Development requirements.

The Board **resolved** to make a grant of \$1200 from its Discretionary Response Fund to the Diamond Harbour OSCAR After School Care Trust to fund the development of a business plan.

11. LYTTTELTON-MT HERBERT COMMUNITY BOARD NEWSLETTER - ONBOARD

The Board considered a report seeking approval for the continued production and funding of the Board’s monthly newsletter called *OnBoard*.

The Board **resolved** to approve the allocation of \$958.05 from its Discretionary Response Fund for the production of the OnBoard newsletter, to 30 June 2009.

Members asked that feedback be supplied on any editing changes made by Council Communications staff before printing of the newsletters.

12. NEIGHBOURHOOD WEEK FUNDING

The Board considered a report seeking approval for funding allocations for Neighbourhood Week applications. An amended matrix, outlining the applications which had been received was tabled for the Board’s consideration.

The Board **resolved** to approve the funding of Neighbourhood Week applications as follows:

Charteris Bay Neighbourhood Support	85.00	Barbeque for local residents
Lyttelton Community Gardens	85.00	Barbeque for neighbours and friends
Church Bay Neighbourhood Support	100.00	Neighbourhood barbeque
Jillian Frater	50.00	Early evening barbeque
Patricia Jack	85.00	Barbeque for local residents
Jenny Fowler	285.00	Neighbourhood get together/lunch
L M Barnett	60.00	Picnic for local residents
Sarah van der Burch	100.00	Working bee and barbeque
Cass Bay Residents Association	80.00	Community barbeque
Pete Childs	70.00	Street party
TOTAL	\$1,000.00	

13. FUNDING ACCOUNTABILITY REPORT 2007/08

A report was submitted showing accountability details for the end of year outcomes regarding the funding allocations of \$35,000 made by the Board in 2007/08. The Board agreed that the Diamond Harbour Community Early Childhood Centre could expend the balance of its grant in the current year, provided that the funds were used for the original purpose. Staff were asked to relay this information to the Group.

The Board **resolved** to receive the information in the Funding Accountability Report.

14. RESERVE MANAGEMENT COMMITTEES: DELEGATIONS AND TERMS OF REFERENCE

The Board considered a report seeking approval for the Terms of Reference and Delegations for Reserve Management Committees.

The Board **resolved** to approve:

- a) The proposed Terms of Reference for the Reserve Management Committees, as outlined in Attachment A in the report in the agenda.
- b) The proposed Delegations to the Reserve Management Committees, as outlined in Attachment B in the report in the agenda.

15. LYTTTELTON TOWN CENTRE – NO STOPPING RESOLUTIONS

The Board considered a report seeking its approval on proposed no stopping restrictions for the Oxford Street and London Street East parts of the Lyttelton Town Centre Upgrade.

The Board **resolved** to:

- (a) Revoke the following “No Stopping” restrictions

(Revoke existing “No Stopping”)

- (i) That the existing no stopping be revoked at any time on the east side of Canterbury Street commencing at its intersection with London Street and extending in a northerly direction for a distance of 12 metres.
- (ii) That the existing no stopping be revoked at any time on the east side of Canterbury Street commencing at its intersection with London Street and extending in a southerly direction for a distance of 14 metres.
- (iii) That the existing no stopping be revoked at any time on the both sides of London Street commencing at its intersection with Canterbury Street and extending to its intersection with Oxford Street.
- (iv) That the existing no stopping be revoked at any time on the west side of Oxford Street commencing at its intersection with London Street and extending in a northerly direction for a distance of 12 metres.
- (v) That the existing no stopping be revoked at any time on the west side of Oxford Street commencing at its intersection with London Street and extending in a southerly direction for a distance of 11 metres.

15 Cont'd

- (b) Approve the following "No Stopping" restrictions

(New "No Stopping")

- (i) That the stopping of vehicles be prohibited at any time on the north side of London Street commencing at its intersection with Canterbury Street and extending in an easterly direction for a distance of 15 metres.
- (ii) That the stopping of vehicles be prohibited at any time on the north side of London Street commencing at a point 75 metres from its intersection with Canterbury Street and extending in a easterly direction for a distance of 9 metres.
- (iii) That the stopping of vehicles be prohibited at any time on the north side of London street commencing at its intersection with Oxford Street and extending in a westerly direction for a distance of 15 metres.
- (iv) That the stopping of vehicles be prohibited at any time on the south side of London street commencing at its intersection with Oxford Street and extending in a westerly direction for a distance of 13 metres.
- (vi) That the stopping of vehicles be prohibited at any time on the south side of London Street commencing at a point 75 metres from its intersection with Canterbury Street and extending in an easterly direction for a distance of 9 metres.
- (vii) That the stopping of vehicles be prohibited at any time on the south side of London street commencing at its intersection with Canterbury Street and extending in an easterly direction for a distance of 14 metres.
- (viii) That the stopping of vehicles be prohibited at any time on the east side of Canterbury Street commencing at its intersection with London Street and extending in a northerly direction for a distance of 12 metres.
- (ix) That the stopping of vehicles be prohibited at any time on the east side of Canterbury Street commencing at its intersection with London Street and extending in a southerly direction for a distance of 14 metres.
- (x) That the stopping of vehicles be prohibited at any time on the west side of Oxford Street commencing at its intersection with London Street and extending in a northerly direction for a distance of 12 metres.
- (xi) That the stopping of vehicles be prohibited at any time on the west side of Oxford Street commencing at its intersection with London Street and extending in a southerly direction for a distance of 11 metres.

The meeting concluded at 12.58pm.

CONFIRMED THIS 21st DAY OF OCTOBER 2008

Paula Smith
CHAIRPERSON

3. DEPUTATIONS BY APPOINTMENT

3.1 LYTTELTON POLICE – SERGEANT PHIL NEWTON

Sergeant Newton will attend the meeting for his six monthly scheduled discussion with the Board.

3.2 MS JAN MARRIOTT – CASS BAY

Ms Marriott wishes to address the Board about a tree affecting her property in Cass Bay.

4. CORRESPONDENCE

5. PRESENTATIONS OF PETITIONS

Nil.

6. NOTICES OF MOTION

Nil.

7. MINUTES OF LYTTELTON HARBOUR ISSUES GROUP

The Minutes of the Lyttelton Harbour Issues Group Meeting held on 2 September 2008 are **attached** for Members' information.

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 2 SEPTEMBER 2008

MEETING OPEN

6:45 pm

ATTENDED

Helen Chambers	Governors Bay, SWIM sampler
Simon Collin	Christchurch City Council
Lachlan Griffin	
Paula Smith	Diamond Harbour, Chairperson Lyttelton-Mt Herbert Community Board
Angela Sheat	Community & Public Health
Islay Marsden	School of Biological Science, University of Canterbury
Deirdre Hart	Department of Geography, University of Canterbury
Debbie Sheriff	Sandy Bay, SWIM sampler
Paul Pritchett	Church Bay, SWIM Coordinator
Lesley Bolton-Ritchie	Coastal Water Quality Scientist, ECan
Henry Couch	Rapaki
Grant Whitehead	Living Springs
Mike Day	Lyttelton Port Company
Donald Couch	Rapaki
Claire Findlay	Corsair Bay, LHIG Chairperson

APOLOGIES

Richard Coop	Diamond Harbour, SWIM sampler
Cr Claudia Reid	Christchurch City Council
Anne Joliffe	Lyttelton-Mt Herbert Community Board
Bill Studholme	
Shelley Washington	Environment Canterbury
Cr Eugenie Sage	Environment Canterbury

TOPIC	ACTIONS
1. WELCOME	
2. ATTENDANCE AND APOLOGIES APOLOGIES were read out as above.	
3. MATTERS ARISING FROM 15 JULY 2008 MINUTES Claire sought a correction to the recording in 6F to the effect that “Claire raised the issue of groups of people with multiple buckets collecting shellfish at times” Subject to this amendment the minutes accepted as a true and accurate copy. Paula Smith moved. Helen C seconded.	
4. HARBOUR SEDIMENTATION A presentation was given by Deidre Hart and Islay Marsden of the University of Canterbury on the results of the report “Mapping of the Soft Sediment Seabed of Lyttelton Harbour” commissioned by ECan. A number of questions arose in the discussion following the presentation. <ul style="list-style-type: none"> • Mud n Silt – grey on top – black under. Microbial communities provide hydrogen sulphide which make the mud black and smelly. • Cockles burrow under but siphons feed on plankton in incoming sea/tide. • Nitrates – high organic ok if don’t smother the organisms, eg sea lettuce. • Light affects cockles, go down in day time to avoid birds. • Turbidity? Bivalves can sort out silt etc and discard what they don’t want. • Some animals cannot live in silt, like some crabs etc • Cockles living in silt died out Rapaki. Plan to reseed from Dunedin. Cockles can live in heavy sediment. Can be killed by bacteria, or being buried when channels change. Seed in more sandy areas. Put 50 in 25x25mm area. Some toxic algae in Dunedin. • Silting, surges when forest cut. Can control with wetlands. Subdivision development, infilling natural process. Rate a difficult question. Dredging would disturb by Quail Island. Have no good catchment studies, lots of streams, no big river. Lost flow of harbour with football fields, etc. Breakwaters slow current. 	

TOPIC	ACTIONS
<p>A channel might bring in fish? What would it do to other communities? Need to study hydrodynamics. What are contributing factors?</p> <ul style="list-style-type: none"> • Paula S – does it settle evenly? or is moved. Mouth of Bays more sediment. Need more studies. • Paul P – Southerly storm moves, but comes back. Steps in profile would change quite a bit. Rates of change different at different spots? • Donald C – Transects – boat goes back and forth, back and forth measuring depth of water and stops at point and takes biological sample and/or sediment sample as depicted in key. Professor Schiel studying mussel settlement on rocky shore. • Dredging harbour – silts. Circulation in upper harbour not studied. • Henry – Brown sludge weed increasing in harbour on shore rocks. Orange sponge increasing in harbour. Decrease in seaweed. • Deidre – Need research – clear rocks of growth and see what comes back. <p>Copies of the report were distributed and it was agreed discussion of the findings would be held at a future meeting and when members have had time to consider the report more fully.</p>	
<p>5. SWIM (SAFE WATER INFORMATION MONITORING) SAMPLING update No report.</p>	
<p>6. GENERAL BUSINESS</p>	
<p>6 a) Update from CCC No report.</p>	
<p>6 (b) Update from ECan No report.</p>	
<p>6 (c) Update from the Lyttelton Harbour Waste Water Working Party Simon Collin provided an update on progress. Working Party will make suggestions later this year.</p>	
<p>6 (d) Update from the Lyttelton/Mt Herbert Community Board Catchment Plans – we should be lobbying now. Make a submission to CEO. Write to ECan to get Lyttelton Harbour Basin higher up in the order of priorities</p> <ul style="list-style-type: none"> • City Council's long term community plan is due – Feb 2009 with focus on first three years. • Infrastructure Design Guide now an approved document and attention drawn to section on need for sediment control • City Council has funds under “Neighbourhood Week” for an event organised by community groups and neighbourhood groups. Agreed not to pursue this 	
<p>6 (e) Change of chairperson No one present at this meeting wished to be the chairperson, Claire will continue in the short term.</p>	
<p>6 (f) Other items Port Company has now completed their further investigations and are in a position to report back on these. Report back may include specialist consultants involved - Ross Sneddon and Gary Theier (Ocel). Meeting to be October 21 and Harbour Basin Community Groups members to be invited.</p> <p>Working group It was decided to set up a working group to review recommendations and priorities from the various studies undertaken for LHIG and propose future work programme, with report back at meeting following October 21. Working group to consist of: Debbie Sheriff, Paula Smith, Paul Pritchett, Claire Findlay.</p>	<p>Claire to liaise with Andrew Purvis</p> <p>Claire arrange first meeting</p>
<p>NEXT MEETING: 6:30 – 9:00pm, 21 October 2008 at the Fire Station, Governors Bay with presentation from the Port Company.</p>	
<p>MEETING CLOSED 9:20pm</p>	

8. PROPOSED ROAD NAMING

General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941-8462
Officer responsible:	Environment Policy and Approvals Manager
Author:	Bob Pritchard, Subdivisions Officer

PURPOSE OF REPORT

1. The purpose of this report is to obtain the Board's approval to one new road name, and four new right of way names.

EXECUTIVE SUMMARY

2. The approval of proposed new road and right of way names is delegated to Community Boards.
3. The Subdivision Officer has checked the proposed name against the Council's road name database to ensure it will not be confused with names currently in use.

RMA 92004981 - 321 Marine Drive Diamond Harbour - Stowe Properties Limited

This subdivision will create forty-nine new residential allotments to be served by a series of rights of way, and one new road. There is also a reserve comprising 1.48 hectares to vest in the council. The names proposed are taken from topographical features in the locality of the subdivision. The subdivision is situated on Black Point. **(Attachment 1)**

- (a) New Road - Proposed name **Black Rock Place**
- (b) Right of way A - Proposed Name **Church Bay Lane**
- (c) Right of way BC - Proposed name **Port View Lane**
- (d) Right of way J - Proposed name **Hays Bay Lane**

Second and third preferences were provided for each name as follows:

- (a) Black Point Place & Black Place
- (b) Quail View Lane & Quail Island Lane
- (c) Blue Water Lane & Water View Lane
- (d) Hays View Lane & Hays Lane

RMA 92006621 - L Harkess - Dublin Street

This subdivision runs off the northern end of Dublin Street in Lyttelton **(Attachment 2)** Ten residential allotments will be created with access from a right of way off Dublin Street. The land has been occupied by the Harkess family for many years, originally being used by the subdivider's father to graze the horses he used in his carting business. The family built a house on the property in 1932. The family has strong Lyttelton connections. The subdivider's Great Grandfather arrived in Lyttelton in 1859, while both Laurie and his father were born in Lyttelton.

The name proposed for the right of way is **Harkess Lane**.

FINANCIAL IMPLICATIONS

4. There is no financial cost to the Council. The administration fee for road naming is included as part of the subdivision consent application fee, and the cost of name plate manufacture is charged direct to the developer.

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

5. Not applicable.

LEGAL CONSIDERATIONS

6. Council has a statutory obligation to approve road names.

8. Cont'd

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

7. Yes. There are no legal implications

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

8. Not applicable.

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

9. Not applicable.

ALIGNMENT WITH STRATEGIES

10. Not applicable.

Do the recommendations align with the Council's strategies?

11. Not applicable.

CONSULTATION FULFILMENT

12. Where proposed road names have a possibility of being confused with names in use already, consultation is held with Land Information New Zealand and NZ Post. Where a Maori name is proposed Ngai Tahu are consulted.

STAFF RECOMMENDATION

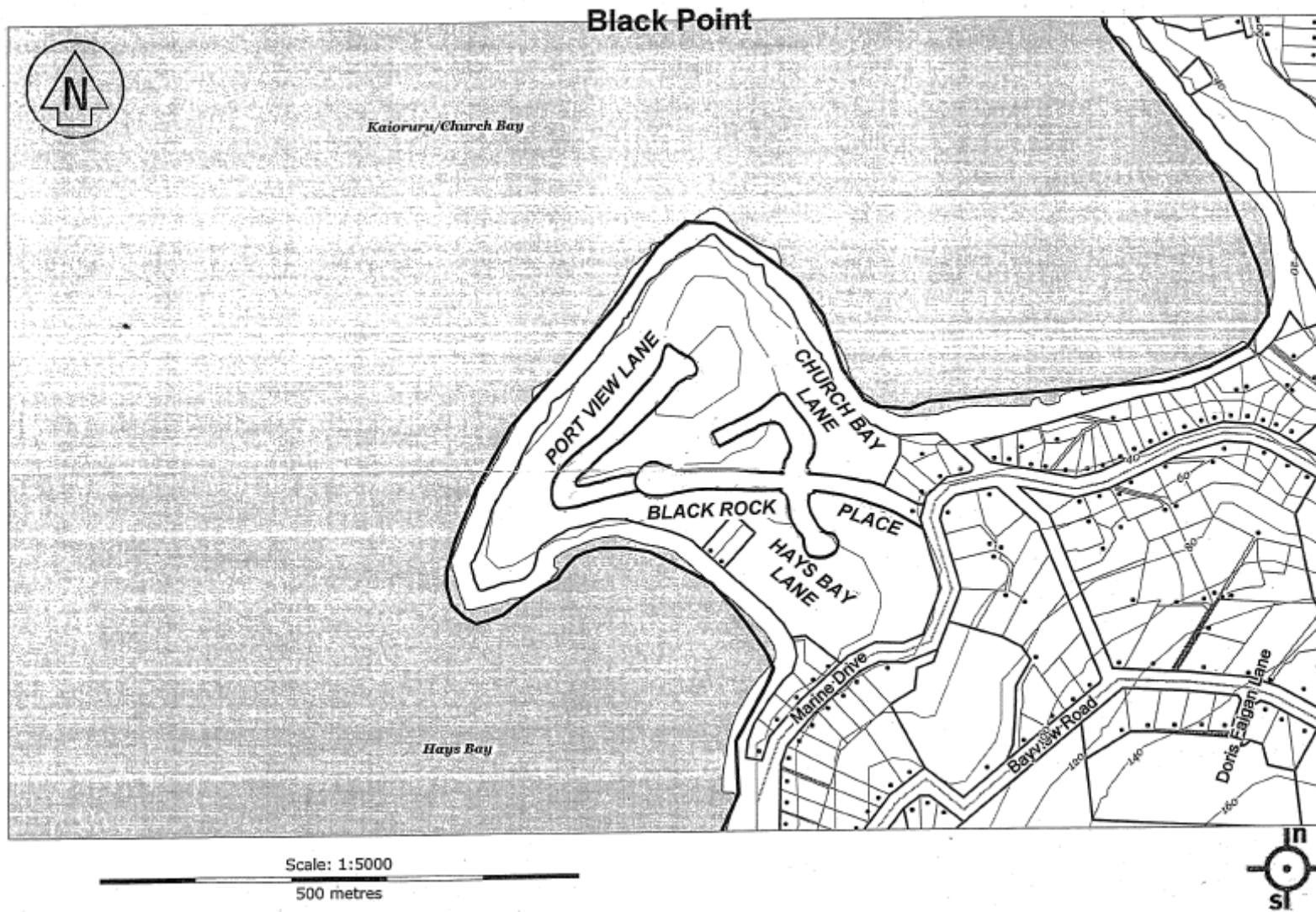
It is recommended that the Board consider and approve the following road names:

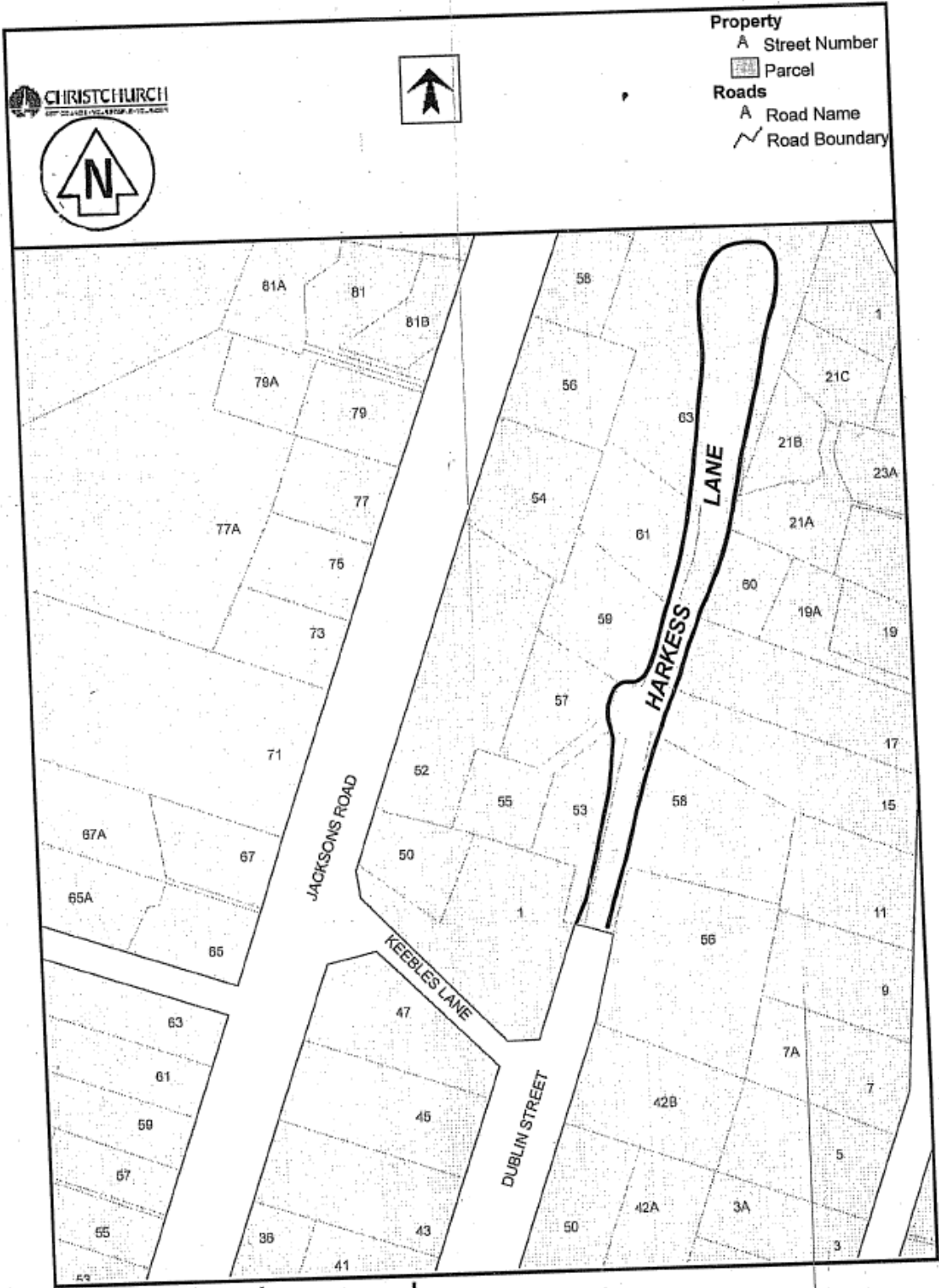
- (a) Stowe Properties Ltd subdivision at 321 Marine Drive, Diamond Harbour

Black Rock Place
Church Bay Lane
Port View Lane
Hays Bay Lane

- (b) L. Harkess subdivision, Dublin Street, Lyttelton

Harkess Lane





80 m
The accuracy of this plan and the measurements shown are not guaranteed but should be verified by inspection.

1 : 1414.91211923794
Produced by
153.111.227.213 10:05
20/08/2008

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9. NORWICH QUAY-PROPOSED EXTENSION TO 5 MINUTE AND 60 MINUTE PARKING RESTRICTIONS

General Manager responsible:	General Manager City Environment, DDI 941-8608
Officer responsible:	Transport and Greenspace Manager
Author:	Alistair Ferguson/ViaStrada and Michael Thomson, Network Operations and Transport Systems

PURPOSE OF REPORT

1. The purpose of this report is to seek the Lyttelton/Mt Herbert Community Board approval to extend the length of the 5 minute and a 60 minute parking restriction presently located in the vicinity of 18 Norwich Quay Lyttelton to enable the short term parking of customers and delivery vehicles. **See Attachment 1.**

EXECUTIVE SUMMARY

2. The Council has received a request from the proprietor of Dual Jeans Ltd located at 18 Norwich Quay Lyttelton to establish a P5 parking restriction in the area fronting their business.
3. The area in question is located between the end of the existing P60 which extends to the west from Oxford Street and the P5 located outside the takeaway at number 24 Norwich Quay.
4. Within recent times the Dual Jeans business has undergone considerable expansion. This site in Norwich Quay is used for both the manufacturing and retailing of clothing and as a result generates regular courier activity on a daily basis. On a monthly basis heavy goods vehicles also deliver large bolts of fabric. These vehicles are often forced to double park as usually all available kerb side parking is taken up by all day parking. This causes vehicle conflict and congestion on the State Highway leading to the Port of Lyttelton.
5. The Dual Jeans business occupies a former historic retail site and has no off street car parking or loading facilities.
6. Norwich Quay forms part of the State Highway network (State Highway 74) which leads to the Port of Lyttelton and accordingly carries a significant number of heavy goods vehicles.
7. Presently there is a P5 located outside a small takeaway business situated at 24 Norwich Quay. This proposal will not alter the parking restrictions outside this takeaway business but rather extend the P5 restriction further to the east to the frontage of Dual Jeans. It is also proposed to extend the P60 by 32 metres to meet the P5, to eliminate a small portion of unrestricted parking that could be confusing to motorists.
8. Consultation was undertaken with the owners of the neighbouring sites who are in support of the proposal.

FINANCIAL IMPLICATIONS

9. The estimated cost for this work is approximately \$500.

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

10. The installation of road markings, signs and a post is within the LTCCP Street and Transport Operational Budgets.

LEGAL CONSIDERATIONS

11. Clause 5 of the Christchurch Traffic and Parking Bylaw provides the Council the authority to install parking restriction by resolution

9. Cont'd

12. The Community Boards have delegated authority from the Council as set out in the Register of Delegations dated April 2008. The list of delegations for the Community Boards includes the power to approve parking restrictions.
13. The installation of any associated signs and markings must comply with the Land Transport Rule: Traffic Control Devices 2004

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

14. As above

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

15. Aligns with the streets and transport activities by contributing to the Council's Community outcomes-Community.

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

16. This contributes to improving the level of service for parking and safety.

ALIGNMENT WITH STRATEGIES

17. The recommendations align with the Council's Parking Strategy 2003

Do the recommendations align with the Council's strategies?

18. As above

CONSULTATION FULFILMENT

19. Consultation was undertaken with the owners of the neighbouring sites who are in support of the proposal and have signed a statement to the fact (**Attachments 2 and 3**). Details of the proposal have been provided to the Lyttelton Community Association and the Lyttelton Harbour Business Association who are also supportive of the proposal. The takeaway business was informed and they support the proposal.

STAFF RECOMMENDATION

It is recommended that the Community Board approve:

- (a) That the parking of vehicles currently restricted to a maximum period of 60 minutes on the north side of Norwich Quay commencing at a point 11 metres west of its intersection with Oxford Street and extending in a westerly direction for a distance of 35 metres be revoked.
- (b) That the parking of vehicles currently restricted to a maximum period of 5 minutes on the north side of Norwich Quay commencing at a point 99 metres west of its intersection with Oxford Street and extending in a westerly direction for a distance of 6 metres be revoked.
- (c) That the parking of vehicles be restricted to a maximum period of 60 minutes on the north side of Norwich Quay commencing at a point 11 metres west of its intersection with Oxford Street and extending in a westerly direction for a distance of 67 metres.
- (d) That the parking of vehicles be restricted to a maximum period of 5 minutes on the north side of Norwich Quay commencing at a point 77 metres west of its intersection with Oxford Street and extending in a westerly direction for a distance of 28 metres.



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NORWICH QUAY
Extended P5 & P60
For Board Approval

Original Plan Size: A4
ISSUE. 1 07.08
RAH

ViaStrada file location - H:\PROJECTS\001 TO 026 TO 050\46 CSR NON CONTRACTED WARDS\NORWICH QUAY- P60 & P 5- 46- 90727157\NORWICH QUAY.DWG

Traffic Engineering and Planning
152 Hereford St
Christchurch

07/07/08

Steve Dejong

I am the resident and owner of *STEVE STEPHENS*

I am happy to authorise a loading zone outside DUAL 18 Norwich Quay.

*16 NORWICH QUAY
328 7161*

Traffic Engineering and Planning
152 Hereford St
Christchurch

07/07/08

Steve Dejong

I am happy to authorise a loading zone outside DUAL 18 Norwich Quay.

Wesley Stuenkel
Managing Director
IPL.
20 Norwich Quay
Lyttelton.
Ph 021 325389
03 3288598.

10. CHARACTER HOUSING MAINTENANCE GRANTS

General Manager responsible:	General Manager Strategy and Planning+, DDI 941 8177
Officer responsible:	Programme Manager Liveable City
Author:	Katie Smith, Neighbourhood Planner

PURPOSE OF REPORT

1. To put before the Community Board those applications for Character Housing Maintenance Grants that have been received by Council for funding in the 2008/09 financial year for properties located within the Lyttelton Mt Herbert Ward.

EXECUTIVE SUMMARY

2. At its meeting on 4 May 2006 the Council adopted guidelines and associated procedures for the processing and administration of applications for Character Housing Maintenance Grants.
3. Under the policy and guidelines approved by the Council, applications for grants are to be reported back to the relevant Community Board, who will then make recommendations to the Character Housing Grants Panel who will make the final decision on grant applications.
4. The Character Housing Grants Panel will consist of a representative from each Community Board, and Strategy and Planning Group staff will provide specific heritage, urban design and neighbourhood planning advice to assist the panel in its decision making.
5. This report informs Community Board Members that those eligible applications received for Character Housing Maintenance Grants that fall within this Community Board will be discussed at this meeting. Given the limited time frame between application deadline and the Community Board meeting date full details are not available at time of report deadline, therefore details and photographs as submitted in each application will be displayed at the Community Board meeting for discussion. However details of each proposal will be forwarded to each Community Board member a minimum two weeks prior to the meeting to allow for each Board member, should they so wish, to view the application properties prior to the Community Board meeting.
6. Community Board members are to assess applications with regard to their local knowledge and the criteria set out in the Character Housing Maintenance Grants Policy (**attached as Appendix A**) and recommend those applications they consider suitable for a grant to be forwarded to the Character Housing Grants Panel. To assist in the decision making process for each application a list of criteria together with a weighting structure has been **attached as Appendix B**. The Community Boards are to consider the merits of each application whilst the Character Grants Panel will consider the level of funding for each application.

FINANCIAL IMPLICATIONS

7. There are no financial implications as the funding for the Character Housing Maintenance Grants has already been approved by the Council and the funds set aside in the 2006-2016 LTCCP for this year.

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

8. \$100,000.00 has been set aside in the 2006 -16 LTCCP for the grants scheme.

LEGAL CONSIDERATIONS

9. All legal considerations were considered as part of the policy formulation.

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

10. As above

10. Cont'd

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

11. Yes, funding as set aside (p 97 of the 2006-16 LTCCP).

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

12. Yes, as above.

ALIGNMENT WITH STRATEGIES

13. The Character Housing Maintenance Grants Scheme aligns with the Strong Communities Strategic Directions by protecting and promoting the heritage character and history of the city. It aligns with the Liveable City Strategic Directions in protecting Christchurch's heritage buildings and neighbourhood character.

Do the recommendations align with the Council's strategies?

14. Yes.

CONSULTATION FULFILMENT

15. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Community Board:

- (a) Receive this information.
- (b) Consider the Character Housing Maintenance Grant applications as displayed at the meeting.
- (c) Recommend those applications they wish the Character Housing Grants Panel to consider for a grant.

Character Housing Maintenance Grants Policy

Introduction

The Council resolved to prepare a Character Housing Maintenance grant policy with a budget from 2005/2006 to be applied for a period of five years. This was not achieved in 2005/06 but is now intended to be implemented for a period of four years from 2006/07, at which time a review of the grant process and success will be undertaken. The grants are intended to provide a small financial contribution towards the external upgrading and maintenance of individual family homes which have a distinctive visual character and make a key contribution to the quality of the local streetscape and the community identity.

Selection Guidelines

Grants will be allocated with consideration being given to the following qualities:

1. The house was originally built as a single or two-family residence prior to 1945.
2. The house makes a key contribution to the visual character and quality of the surrounding streetscape and adjoining houses and settings of the local area.
3. The house is not presently listed on the Christchurch City Plan heritage list, but demonstrates the potential for further or continuing appropriate character enhancement.
4. Character houses will be identified for any or all of the following contributory qualities:
 - a. age and community association
 - b. distinctive architectural design appropriate to the age of the house
 - c. authentic use of materials and craftsmanship
 - d. for its contribution to the residential character of the local streetscape
 - e. for being recognised by the community as a local landmark
 - f. for its association with other character houses in the local street.
- 5 The house is in a fair to good condition and has retained many of its original external features (eg external doors and windows, verandahs and features, roof line and roof features, turrets and original external cladding).
- 6 Building works shall ensure that the houses will continue to contribute to the character of the streets cape through conservation and the ongoing maintenance of the building. The use of inappropriate materials or additional details which are not representative of the age or architectural style of the house will not be considered.
- 7 Houses which contribute to the character of a Special Amenity Area (SAM), a Neighbourhood Improvement Plan area, a NZHPT registered Historic Area or other identified special residential shall be given particular consideration.
- 8 Painting schemes must be in historically appropriate colours related to the age of the house.

Conditions of a Grant

- 1 External maintenance works to the house only will be considered, where these works are visible from a public place. Improvements to fencing, landscaping, garages or out buildings will not be considered.
- 2 Maintenance will include repair, replacement of deteriorated materials or missing architectural details (where the original form is able to be determined), and includes wall, veranda and roofing replacement, repair and re-painting. The cost of re-painting or re-roofing the whole of the exterior of the house may be considered for a grant.
- 3 Grants for character houses shall be for a maximum of 10% of the external maintenance works to a maximum grant of \$5,000 exclusive of GST.

- 4 If the house is assessed against the City Plan heritage significance criteria as being of sufficient heritage value then the owner shall agree in writing to the subsequent inclusion of the property in the City Plan heritage listing.
- 5 Recipients of grants shall provide to the Council written confirmation that they will not apply for a consent for demolition or removal of the house for a period of not less than ten years from the date of receipt of the grant. Alternatively, with the agreement of the applicant a conservation covenant will be prepared by the Council to protect the house from demolition or removal for an agreed period of time. The covenant will be signed and registration against the property title. The costs of preparation of the covenant document and the registration shall be met by the Council.
- 6 The house is covered by a current replacement or indemnity insurance policy.
- 7 Owing to limited funds, owners of character houses will be eligible to apply for only one grant per property.

Management and administration

- 1 The Strategy and Planning Group shall advertise for character house grant applications at the beginning of each financial year.
- 2 Owners shall submit a completed application form to the group with the following documents:

Description, specifications and/or plans for the scope of work

Provision of colour chips for painting schemes.

Two independent cost estimates or quotations to be provided covering the scope of work.

Current colour photographs of the property as existing from the street and/or public areas. Photographs shall cover all aspects of the scope of the works proposed for the house. The photographs of the house shall be taken in good light conditions and the views of the house shall not be obscured by trees or other buildings on the site.

Evidence shall be provided of house insurance covering the year of application.

Incomplete applications will not be considered for a grant.

- 3 All applications received by the Strategy and Planning Group will be reported to the respective Community Boards. The Community Boards will review the applications based on the Grants Policy guidelines and conditions and make recommendations to a Character Housing Grants Panel consisting of one member from each of the Community Boards and a representative from the Strategy and Planning Group according to the selection guidelines and assessment criteria in this policy.
- 4 Grant approvals for selected character houses will be notified to all applicants by the Community Boards.
- 5 All grants are subject to the conditions of the character housing grants policy.
- 6 All consents must be obtained, and the works shall be carried out according to the agreed scope of work and any requirements of the consents. If consents for the works cannot be obtained then the grant approval shall lapse.
- 7 The Strategy and Planning group shall be notified that works are completed, and receipts for the work shall be submitted with updated colour photographs of the house on or before 1 June of the financial year in which grant approval has been granted.
- 8 Payment will be made after certification by the Strategy and Planning Group to the grant recipient by 30 June of that year.

Monitoring and Grant effectiveness

1. The Character Housing Grants Panel shall meet at the end of each year of the programme to review the achievements and effectiveness of the Character House Grants.

2. The criteria addressed in terms of the grant fund programme should include:
 - Community acceptance
 - Improvements in street amenity and local identity
 - Improvements in the external appearance and visual qualities of the character houses for which grants have been provided
 - Increase in the retention of character houses in the area, including houses which have not received grants
 - Effectiveness of the management and administration of the programme

- 3 The review meeting of the Character Housing Grants Panel at the end of year 4 shall report on the effectiveness of the programme, and recommend whether the grant programme should be continued.

Character Housing Maintenance Grants Criteria.

Criteria Rank each criteria on a scale of 1 to 5 (with 1 having low significance/low correlation and 5 having high significance/high correlation).	Community Board Assessment
The house makes a key contribution to the visual character and quality of the surrounding streetscape and adjoining houses and settings of the local area.	
The proposed works are appropriate.	
The house has character as defined by its age	
The house has character as defined by its community association.	
The house has character as defined by its architectural design for its age.	
The house has character as defined by its use of materials or craftsmanship.	
The house has character as defined by it being a local landmark.	
The house has character as defined by its association with other character houses in the street.	
The house is in good condition and has retained many of its external features.	
The house will contribute to the character of a Special Amenity Area, a Neighbourhood Improvement Plan Area or a NZHPT or other identified special area.	
If proposed, is the painting scheme in appropriate colours related to the age of the house.	
If proposed, is the roofing material and colour appropriate to the design and age of the house.	
Total	

11. LYTTTELTON-MT HERBERT COMMUNITY BOARD – REVIEW OF OBJECTIVES

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

PURPOSE OF REPORT

1. The purpose of this report is to present to the Lyttelton-Mt Herbert Community Board the amended version of its objectives, for consideration and adoption.

EXECUTIVE SUMMARY

2. In September 2007 the Board adopted a set of objectives for the 2007-2009 period.
3. A “mini” review of those objectives has been carried out by the Board, with the intention that a more substantial review will be carried out to align with the 2009-2019 Long Term Council Community Plan (LTCCP).
4. The amended objectives for the Lyttelton-Mt Herbert Community Board are attached to this report as Appendix A, with the proposed amendments highlighted.

FINANCIAL IMPLICATIONS

5. There are no financial implications.

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

6. Not applicable.

LEGAL CONSIDERATIONS

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

7. There are no legal implications in adopting these objectives.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

8. The objectives are specifically linked to Community Outcomes from the Christchurch City Council LTCCP and also those developed in the 2004-14 Banks Peninsula District Council LTCCP.

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

9. As above.

ALIGNMENT WITH STRATEGIES

10. A link to the Council's Strategic Directions has been identified for each objective.

Do the recommendations align with the Council's strategies?

11. Yes.

CONSULTATION FULFILMENT

12. Specific consultation is not required on this issue, as the objectives already align with the Long Term Council Community Plan, which includes the communities' desired outcomes for the future.

STAFF RECOMMENDATION

It is recommended that the Board consider the amended objectives for the balance of the 2007-2009 period, as **attached in Appendix A**, for adoption.

(Review Document – additions in red, deletions, strikethrough)

LYTTELTON/MT HERBERT COMMUNITY BOARD

LOCAL OBJECTIVES 2007 to 2009

Lyttelton/Mt Herbert – a place where people enjoy living

The role of a Community Board is to represent, and act as an advocate for the interests of its community (Section 52 Local Government Act 2002).

The Lyttelton/Mt Herbert Community Board therefore exists as the responsible expression of its local community.

1. Increasing community awareness of the Board's role and responsibilities.
2. Enhancing and sustaining the Banks Peninsula environment.
3. Enhancing the culture, heritage and identity of Banks Peninsula communities through its built, natural and working environments.
4. Encouraging greater awareness by planners and decision-makers of safe and appropriate movement networks.
5. Ensuring Banks Peninsula's visitor and event growth is managed in a sustainable way.
6. Improving the range and quality of recreational experiences on Banks Peninsula.
7. Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes.
8. Recognising the need to retain and enhance core community services to Banks Peninsula communities.

Board Objectives	Board Activity	Milestones	Linkages to Community Outcomes	Linkages to Strategic Directions
<p>1. Increasing community awareness of the Board's role and responsibilities</p>	<p>(a) Maintain relationships with police, local business organisations and special interest groups, school principals and Orton Bradley Park Board.</p> <p>(b) Use innovative effective methods to communicate Board decisions and issues</p> <p>(c) Facilitate the provision of a 'next generation' communications infrastructure Community Board information on the Council website.</p> <p>b) Explore portfolio approach to issues</p>	<p>Invite police to Board meetings six monthly; local business organisations and special interest groups etc six-monthly; Orton Bradley Park Board once a year</p> <p>OnBoard will be issued on a monthly basis.</p> <p>Regular press coverage of Board activities in local media Local issues included in communications releases as required</p> <p>Up to date information on Board activities will be recorded on the Council website (Relevant linkages to community organisations will be ensured.)</p> <p>Website development progressed during 2007/08 Meet with school principals once a year. Portfolios are assigned to board members by July 2007 On Board poster distribution finalised by</p>	<p>Christchurch: A well-governed city</p> <p>A city of inclusive and diverse communities</p> <p>Banks Peninsula: Leadership and governance that stimulates and encourages participation and informed involvement in decision making through communication and consultation</p>	<p>Strong Communities: -promote participation in democratic processes -help communities to meet their needs -celebrate and promote Christchurch's identity, culture and diversity</p>

Board Objectives	Board Activity	Milestones	Linkages to Community Outcomes	Linkages to Strategic Directions
<p>2. Enhancing and sustaining the Banks Peninsula environment</p>	<p>(a) Form partnerships with community groups to eradicate animal and plant pests</p> <p>(b) Advocate for affordable and accessible green waste recycling or disposal options</p> <p>(c) Promote completion of a strategic plan for a 'Head to Head' walkways link for the Lyttelton harbour basin</p> <p>(d) Form partnerships with community groups to eradicate graffiti</p> <p>(e) Advocate for clutter-free footpaths (vegetation and street furniture)</p>	<p>Continue to work with Birdsafe Whaka Raupo, Banks Peninsula and Selwyn Pest Liaison Committees and other organisations committed to similar aims.</p> <p>Funding allocated for compost/environmental initiatives. Input into finding a green waste/recycling solution that suits the needs of the community. by working with City Water and Waste Unit</p> <p>Strategic plan completed by the end of 2008 and first stages operational</p> <p>Ongoing support for local response programmes</p> <p>Submission to Public Places Bylaw including enforcement (a) Lyttelton Harbour Basin Pest Busters becomes operative during 2007 Audit undertaken during 2007/08 of vegetation</p>	<p>Christchurch: A city of people who value and protect the natural environment</p> <p>A city for recreation, fun and creativity</p> <p>An attractive and well designed city</p> <p>Banks Peninsula: A clean, healthy and beautiful natural environment</p> <p>Sustainable land use and economic development that supports and promotes the character of the Peninsula</p> <p>Affordable access to community resources that include arts, cultural and recreational facilities</p>	<p>Healthy environment: -provide reliable and efficient water supply, waste and water services that support the health of the community and protect the environment - contribute actively to improve air quality and energy efficiency - manage water and land drainage systems efficiently and in a manner that contributes to landscape, ecology recreation, heritage and cultural values -identify protect and enhance the city's native and exotic ecosystems</p> <p>Strong communities -help communities to meet their needs</p>

		affected problem areas		
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Lyttelton/Mt Herbert Community Board – Local Objectives (cont’d)

Board Objectives	Board Activity	Milestones	Linkages to Community Outcomes	Linkages to Strategic Directions
<p>3. Enhancing the culture, heritage and identity of Banks Peninsula communities through its built, natural and working environments</p>	<p>(a) Advocate for historic aspects of Lyttelton/Mt Herbert, including urban and maritime heritage and raise local awareness among the community</p> <p>(b) Lead the formation of a heritage cluster in Lyttelton/Mt Herbert</p> <p>(c) Facilitate formation of a fundraising/restoration trust for Grubb Cottage</p> <p>(d) Include heritage signage, where appropriate, in new capital projects</p> <p>(e) Advocate for the protection and preservation of natural and rural landscapes</p>	<p>Attaining of some additional layer of protection for heritage features/areas.</p> <p>The establishment of a heritage group.</p> <p>Continuing support for the protection and restoration of Grubb Cottage.</p> <p>Ongoing advocacy and involvement on local issues in the implementation phases of the Urban Development Strategy</p> <p>Funding recognition by the Council in the provision of maritime heritage initiatives/projects</p> <p>Grubb Cottage Heritage Trust formed.</p> <p>Heritage seminar held with Council staff.</p> <p>Heritage audit</p>	<p>Christchurch: An attractive and well designed city</p> <p>Banks Peninsula: A clean, healthy and beautiful natural environment</p> <p>A built and working environment that enhances the individual character of each “special place” on Banks Peninsula</p>	<p>Liveable city: -lead the urban development of Christchurch to ensure it balances the needs of people and environment - maintain and enhance quality of development and renewal of the city’s built environment</p> <p>Strong Communities: -celebrate and promote Christchurch’s identity, cultures and diversity</p> <p>Healthy Environment: - strengthen the Garden City image</p>

		completed.		
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Lyttelton/Mt Herbert Community Board – Local Objectives (cont'd)

Board Objectives	Board Activity	Milestones	Linkages to Community Outcomes	Linkages to Strategic Directions
<p>4. Encouraging greater awareness by planners and decision-makers of safe and appropriate movement networks</p>	<p>(a) Advocate for safe access to public good areas within Lyttelton Port precincts</p> <p>(b) Advocate for Lyttelton port access roads that respect residential, commercial and recreational needs</p> <p>(c) Advocate for cycle access through Lyttelton tunnel</p> <p>(d) Advocate for secure public parking at Lyttelton to support harbour passengers</p> <p>(e) Advocate for medium to longer-term sustainable networks – Gebbies Pass vs Dyers Pass</p> <p>(f) Integrate Banks Peninsula road safety issues and programmes with Christchurch Road Safety strategy</p>	<p>Continuing work with technical working party and community group.</p> <p>{</p> <p>{ Submissions to</p> <p>{ Environment</p> <p>{ Canterbury</p> <p>{</p> <p>{</p> <p>{ Submissions to Council</p> <p>{ plans and strategies</p> <p>{</p> <p>{</p> <p>{</p> <p>{ Submissions made as</p> <p>{ required to Lyttelton Port</p> <p>{ Company</p> <p>{</p> <p>{</p> <p>Board Seminar held with CCC's Road Safety Co-ordinator</p> <p>Submission made to Urban Development Strategy for Greater Christchurch</p> <p>Submissions to CRETS.</p>	<p>Christchurch: An attractive and well designed city</p> <p>Banks Peninsula: An educated and healthy community</p> <p>Unique, welcoming and safe communities that sustain people of diverse income and age</p> <p>Advocate for the trialling of cycle facilities being provided on public buses using the Lyttelton Tunnel</p>	<p>Liveable City: -provide safe, efficient and affordable transport systems</p>

Lyttelton/Mt Herbert Community Board – Local Objectives (cont'd)

Board Objectives	Board Activity	Milestones	Linkages to Community Outcomes	Linkages to Strategic Directions
<p>5. Ensuring Banks Peninsula's visitor and event growth is managed in a sustainable way</p>	<p>(a) Maintain relationships with local visitor/information centre providers</p> <p>(b) Advocate for management of visitor impacts including infrastructure provision</p>	<p>Advice provided on progress regarding the implementation of the Banks Peninsula Tourism and Economic Development Strategy 2004/14</p> <p>Submissions made on Council's Visitor Strategy</p>	<p>Christchurch A city for recreation, fun and creativity</p> <p>Banks Peninsula Affordable access to community resources that includes arts, cultural and recreational facilities</p>	<p>Strong Communities: -help communities to meet their needs -encourage healthy and active lifestyles -celebrate and promote Christchurch's identity, cultures and diversity -encourage residents to enjoy living in the city and to have fun</p>

Lyttelton/Mt Herbert Community Board – Local Objectives (cont'd)

Board Objectives	Board Activity	Milestones	Linkages to Community Outcomes	Linkages to Strategic Directions
<p>6. Improving the range and quality of recreational experiences on Banks Peninsula</p>	<p>(a) Promote completion of a strategic plan for a 'Head to Head' walkways link for the Lyttelton harbour basin</p> <p>(b) Ensure a high standard of reserve governance.</p> <p>(c) Progress is made on the Steadfast Reserve Plan</p>	<p>Strategic plan completed by the end of 2008 and first stages operational</p> <p>Stoddart Point Reserve Management Plan adopted</p> <p>Governors Bay foreshore plan is adopted</p> <p>Purau Bay Foreshore plan is adopted</p> <p>Corsair Bay Reserve Management Plan is adopted (including sea wall)</p> <p>Appropriate plans are adopted for other local reserves as the need arises, including those under Reserve Management Committees</p> <p>Public access is available to Steadfast Reserve</p>	<p>Christchurch: A city of people who value and protect the natural environment</p> <p>A city for recreation, fun and creativity</p> <p>Banks Peninsula: A clean, healthy and beautiful natural environment</p> <p>Affordable access to community reserves that include art, cultural and recreational facilities</p> <p>Sustainable land use and economic development that supports and promotes the character of the Peninsula</p>	<p>Strong Communities</p> <ul style="list-style-type: none"> -reduce injury and crime and increase perceptions of safety - increase involvement in lifelong learning -help communities to meet their needs

Lyttelton/Mt Herbert Community Board – Local Objectives (cont'd)

Board Objectives	Board Activity	Milestones	Linkages to Community Outcomes	Linkages to Strategic Directions
<p>7. Promoting the participation of Banks Peninsula residents in recreation, sporting and cultural events/programmes.</p>	<p>(a) Allocate funding to publicise a calendar of events in this ward</p> <p>(b) Recognise appropriate opportunities to extend city based events to Lyttelton-Mt Herbert (e.g. Buskers Festival)</p>	<p>Production and distribution of a calendar of events</p> <p>Meet with events staff and alert them to appropriate opportunities.</p>	<p>Christchurch A city for recreation, fun and creativity</p> <p>A city of inclusive and diverse communities</p> <p>A healthy city</p> <p>Banks Peninsula Affordable access to community resources that include arts, cultural and recreational facilities</p> <p>Unique, welcoming and safe communities that sustain people of diverse income and age</p> <p>An educated and healthy community</p>	<p>Strong Communities: -help communities to meet their needs -encourage healthy and active lifestyles -celebrate and promote Christchurch's identity, cultures and diversity -encourage residents to enjoy living in the city and to have fun</p>

Lyttelton/Mt Herbert Community Board – Local Objectives (cont'd)

Board Objectives	Board Activity	Milestones	Linkages to Community Outcomes	Linkages to Strategic Directions
<p>8. Increasing community awareness of civil defence emergency management issues</p>	<p>Facilitate the holding of community information forums about CDEM preparedness</p>	<p>Funding allocated in 2007/08, if required</p>	<p>Christchurch A safe city</p> <p>Banks Peninsula An educated and healthy community</p>	<p>Strong Communities: -reduce injury and crime and increase perceptions of safety</p> <p>Liveable City: -play an active role in preparing the city for hazards and emergencies</p>

Lyttelton/Mt Herbert Community Board – Local Objectives (cont'd)

Board Objectives	Board Activity	Milestones	Linkages to Community Outcomes	Linkages to Strategic Directions
<p>8. Recognising the need to retain and enhance core community services to Banks Peninsula communities.</p>	<p>Advocacy of roading, wastewater, water, solid waste and other Council services as issues arise.</p> <p>Ensure that communities have access to community facilities that meet their needs</p>	<p>Provide input on Council's Community Facilities Plan</p>	<p>Christchurch: A safe city</p> <p>A healthy city</p> <p>A city of inclusive and diverse communities</p> <p>A city of lifelong learning</p> <p>Banks Peninsula: An educated and healthy community</p> <p>Unique, welcoming and safe communities that sustain people of diverse income/age</p>	<p>Strong communities: -reduce injury and crime and increase perceptions of safety -increase involvement in lifelong learning -help communities to meet their needs</p>

12. RESERVE MANAGEMENT COMMITTEES MEMBERSHIP APPROVAL

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

PURPOSE OF REPORT

1. The purpose of this report is for the Community Board to consider and approve the members (as elected or appointed) to the Reserve Management Committees (RMC's) at the Triennial Election meeting.

EXECUTIVE SUMMARY

2. The following RMC's are subcommittees of the Lyttelton-Mt Herbert Community Board:

Allandale Reserve Management Committee
Lyttelton Recreation Ground Reserve Management Committee
Lyttelton Reserve Management Committee

3. The Board has now approved Terms of Reference for the RMC's which include the following clause:

APPROVAL OF MEMBERSHIP

The names of persons elected or recommended for appointment to a Committee must be submitted to the relevant Community Board for approval within one week of the public meeting at which the election was conducted.

The names of persons co-opted by the Committee throughout the three year term must be submitted to the relevant Community Board for approval within one week of the person agreeing to accept appointment to the Committee.

In the event of any member(s) not being approved by the Community Board, the matter will be referred back to the Committee with an explanation of the reason for the Board's decision and a request for a further nomination(s).

Should the Community Board be dissatisfied by the further nomination(s) made, the Board may appoint to any Committee any person who in the opinion of the Board has knowledge or qualities that will assist the work of the Committee.

4. The Terms of Reference state that the names of persons must be submitted for approval within one week of the public meeting at which the election was conducted. That has not occurred in this triennial term as the Terms of Reference were only ratified by the Community Board at its September meeting.
5. The names of the persons elected or appointed at the triennial election meeting are now presented for the Board's consideration and approval, or in the event that the Board does not approve a particular member(s), referral back to the relevant Committee.

FINANCIAL IMPLICATIONS

6. There are no financial implications.

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

7. Not applicable.

12. Cont'd

LEGAL CONSIDERATIONS

8. Clause 31 (1) of Schedule 7 of the Local Government Act 2004 states:

“A local authority may appoint or discharge any member of a committee or subcommittee.”

The RMC's are subcommittees of the Community Board (local authority).

9. As noted in Paragraph 3 of this report, the Community Board has duly approved the Terms of Reference for the Reserve Management Committees, which include provision for the Board to approve, or not approve, members of the Committees.

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

10. Yes, as above.

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?

11. Not applicable.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

12. Aligns with:

A Well-Governed City: Our values and ideas are reflected in the actions of our decision-makers. Our decision-makers manage public funds responsibly, respond to current needs and plan for the future

Strong Communities: Promote participation in democratic processes

CONSULTATION FULFILMENT

13. Consultation is not required.

STAFF RECOMMENDATION

It is recommended that the Community Board consider the following persons for membership of the Reserve Management Committees:

- | | |
|--|-------------------|
| (a) Allandale Reserve Management Committee | - Trevor Biggs |
| | - Karen Bellamy |
| | - Dave Hughey |
| | - Lachie Griffin |
| | - John Garside |
| | - Lois Sinclair |
| | - John Blatchford |
| | - Nikki Rhodes |
| | - Annabelle Cubi |
| | - Sandra McBride |

12. Cont'd

- (b) Lyttelton Recreation Ground Reserve Management Committee
 - Alan Goodmanson
 - David Sanders
 - Ricki Forster
 - Flo McGregor
 - George Birt
 - Doug Couch

- (c) Lyttelton Reserve Management Committee
 - Gary Broker
 - Dugall Wilson
 - John King
 - Roland Foster
 - Ian Hankin
 - Jen Miller
 - John Skilton
 - Robert Tobias
 - Josh Harris
 - Jodi Rees

13. NZ COMMUNITY BOARDS' CONFERENCE 2009 – BOARD MEMBERS ATTENDANCE

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

PURPOSE OF REPORT

1. The purpose of this report is to seek approval for Board members to attend the 2009 New Zealand Community Boards' Conference.

EXECUTIVE SUMMARY

2. The Conference is being held in Christchurch from Thursday 19 to Saturday 21 March 2009. The theme for the Conference is 'Reflect, Refresh, Revitalise' in recognition of the fact that in 2009, Community Boards will have been operating in New Zealand for 20 years.
3. The programme includes national and international guest speakers, presentations from organisations with expertise in diverse communities and innovative ideas, interactive training workshops and the presentation of the Best Practice Awards in recognition of Community Board projects and initiatives.

FINANCIAL IMPLICATIONS

4. The Conference registration cost for each appointed delegate is \$580. This amount excludes accommodation costs for those delegates coming from Christchurch.
5. The Board's 2008/09 operational budget has sufficient conference and training funding available to fund the five Board members should they all wish to attend.

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

6. Yes.

LEGAL CONSIDERATIONS

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

7. There are no legal implications involved.

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?

8. Not applicable.

ALIGNMENT WITH STRATEGIES

9. Not applicable.

Do the recommendations align with the Council's strategies?

10. Not applicable.

CONSULTATION FULFILMENT

11. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Board give consideration to approving the attendance of Board members to the New Zealand Community Boards' Conference in Christchurch from 19 to 21 March 2009.

14. BRIEFINGS

14.1 PURAU BAY FORESHORE PLAN

Kevin Williams (Project Leader) and Ann Campbell (Consultation Leader) will provide an update on this project.

14.2 PORT LEVY JETTY SHELTERS

Ian Jackson (Area Contract Manager) wishes to speak to the Board regarding the shelters on the Port Levy Jetty.

15. COMMUNITY BOARD ADVISERS UPDATE

15.1 CUSTOMER SERVICE REQUESTS – 1 JULY 2008 – 30 SEPTEMBER 2008

Attached for members information.

**Streets Maintenance CSR Received By Community Board
from 1 Jul 2008 to 30 Sep 2008**

As at 7 Oct 2008 11:19



Click on a type to drill down to subtypes

<u>Call Types</u>	<u>Bur / Peg</u>	<u>Fen / Wai</u>	<u>Hag / Fer</u>	<u>Ric / Wig</u>	<u>Spr / Hea</u>	<u>Shr / Pap</u>	<u>Aka / Wai</u>	<u>Lyt / MtH</u>	<u>Unknown</u>	<u>Totals</u>
GRA Graffiti	200	216	383	191	305	282	1	11	25	1,614
PAG Parks General	8	5	11	3	6	5	2	3	5	48
PAM Parks Maintenance	291	216	468	264	300	315	26	27	93	2,000
PKE Parking Enforcement	49	53	72	57	38	61	2	5	28	365
SER Sewer Reactive Maintenance	31	47	139	50	63	77	7	38	8	461
SET Treatment Plant	5	0	1	0	0	0	0	0	0	6
STA Road Markings	6	12	28	11	16	9	0	1	6	89
STB Bus Stops and Bus Shelters	15	9	21	25	15	15	0	1	7	108
STE Street Cleaning / Sweeping	169	165	424	335	333	233	18	44	93	1,814
STF Footpaths	88	90	154	92	103	117	8	14	9	675
STL Street Lights	53	42	67	92	55	59	6	10	7	391
STM Street Maintenance	142	153	377	352	281	221	75	94	56	1,752
STQ Traffic Engineer Community Eng	16	21	37	32	23	31	1	7	5	172
STS Street Signs	50	87	143	109	100	81	4	18	30	621
STW Pavement Weed Control	1	1	5	6	1	4	0	1	0	19
STX Street Grass Maintenance	39	40	36	37	52	43	1	4	3	254
STY Street Shrubs Maintenance	33	34	61	31	62	55	6	15	17	314
TSA Park Trees	43	41	52	46	52	40	3	11	9	297
TSS Street Trees	96	132	117	92	138	104	6	17	8	709
WAQ Water Quality	4	3	12	3	11	6	2	2	0	43
WAR Water Reactive Maintenance	196	200	417	198	353	236	35	79	25	1,739
WWE Waterways Environmental Asset	3	37	15	14	16	40	4	0	17	146
WWG Waterways General	4	15	61	18	63	34	8	20	1	224
WWU Waterways Utilities	9	19	31	25	27	38	4	3	12	169
Totals:	1,552	1,636	3,131	2,083	2,414	2,105	219	425	464	14,030

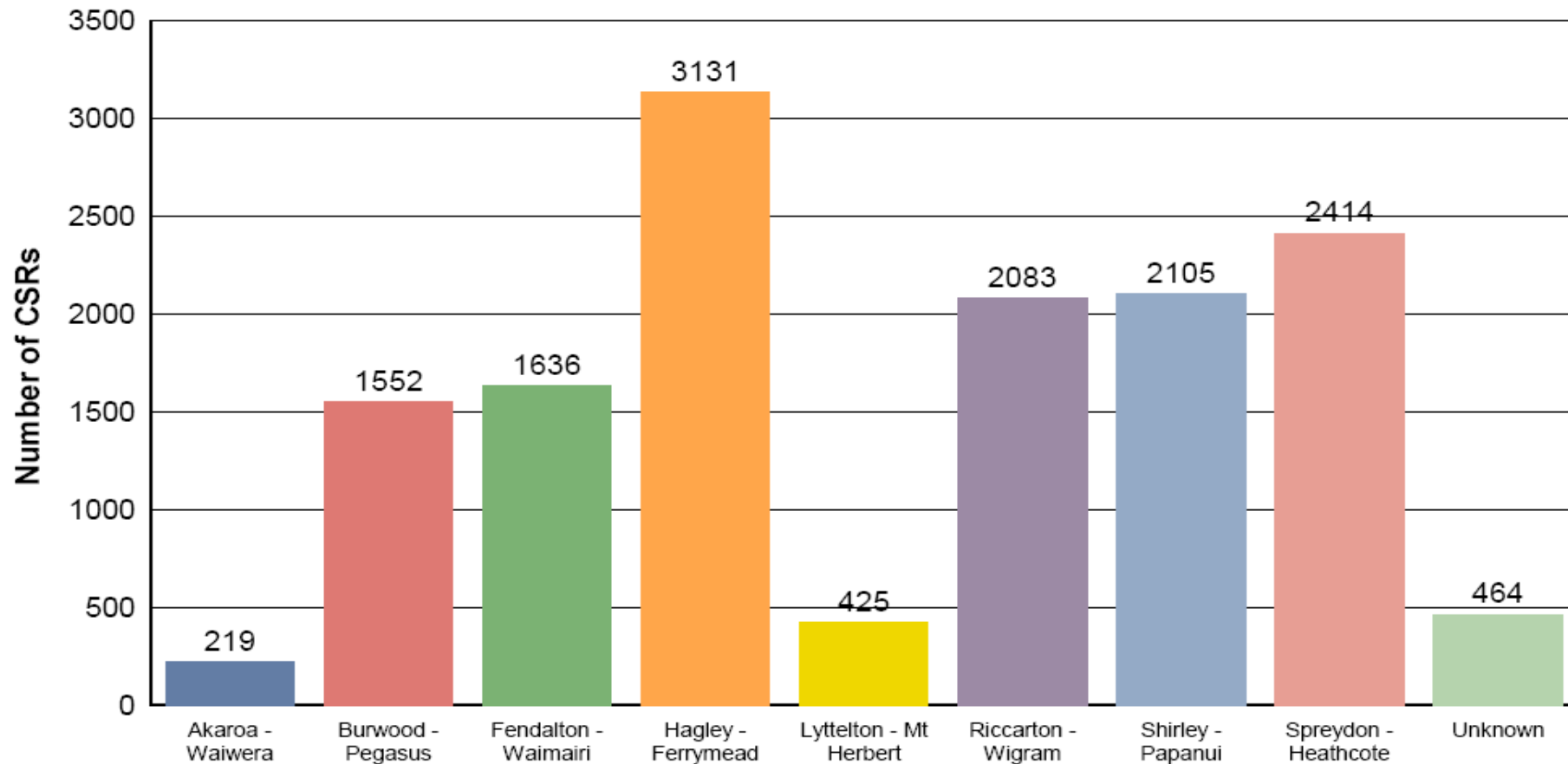
**Streets Maintenance CSR Calls Received By Community Board
from 1 Jul 2008 to 30 Sep 2008**

As at 7 Oct 2008 11:19

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



Number of CSRs



Streets Maintenance CSR per Community Board

16. BOARD MEMBERS INFORMATION EXCHANGE

17. BOARD MEMBERS QUESTIONS