

**LYTTELTON/MT HERBERT COMMUNITY BOARD  
AGENDA**

**TUESDAY 19 MAY 2009  
AT 9:30 AM**

**IN THE 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**

Nil.

**2. CONFIRMATION OF MEETING MINUTES**

The Minutes of the Board's ordinary meeting of 14 April 2009 are **attached**.

**STAFF RECOMMENDATION**

That the Minutes of the Board's ordinary meeting held on 14 April 2009 be confirmed.

LYTTELTON MT HERBERT COMMUNITY BOARD  
14 APRIL 2009

**Minutes of a meeting of the Lyttelton Mt Herbert Community Board  
held on Tuesday 14 April 2009 at 9.38am in the Meeting Room  
of the Lyttelton Recreation Centre, 25 Winchester Street, Lyttelton**

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

Doug Couch arrived at 11.20am and was absent for Clauses 1, 2,  
3, 4, 5, 6, 7, 8, 12, 13, 14 and 15.

**APOLOGIES:** An apology for lateness was received and accepted from  
Doug Couch.

The Board reports that:

**PART B - REPORTS FOR INFORMATION**

**1. DEPUTATIONS BY APPOINTMENT**

Nil.

**2. CORRESPONDENCE**

**2.1 CHARTERIS BAY RESIDENTS ASSOCIATION**

The Board considered a letter from the Charteris Bay Residents' Association requesting support from the Board for its submission to the LTCCP on the Charteris Bay Water and Waste Scheme.

The Board **received** the correspondence and will support the Charteris Bay Residents Association submission in its own submission to the LTCCP.

2.2 The Chairperson tabled correspondence from John Rimminton supporting his submission to the Council's LTCCP. The Board **received** the correspondence.

**3. PRESENTATIONS OF PETITIONS**

Nil.

**4. NOTICES OF MOTION**

Nil.

**5. MINUTES OF LYTTELTON HARBOUR ISSUES GROUP MEETING**

The Board **received** the minutes of the Lyttelton Harbour Issues Group meeting held on 25 November 2008.

The Board **decided** to ask staff to investigate Item 5 in the minutes concerning the overflow of the Cubs' toilet long-drop into Sandy Bay and, if there is a problem, advise how the matter will be resolved.

**6. MINUTES OF JOINT MEETING OF LYTTTELTON HARBOUR ISSUES GROUP AND AKAROA HARBOUR ISSUES WORKING PARTY**

The Board **received** the minutes of the Lyttelton Harbour Issues Group and Akaroa Harbour Issues Working Party joint meeting held on 27 January 2009.

**7. BRIEFINGS**

Nil.

**8. ELECTED MEMBER EXPENSES AND ALLOWANCES 2009/10**

The Board considered a report from the Democracy Services Manager seeking a recommendation to the Council on the Remuneration Authority's proposal to abolish the mileage allowance for elected members as it currently stands. The Board's recommendation will form part of a report to the Council at a later date.

The Board **decided** to recommend to the Council that the Remuneration Authority's proposal not be supported and that Attachment A not be amended.

**9. COMMUNITY BOARD ADVISER'S UPDATE**

The Board **received** updates from the Community Board Adviser on:

- Submission opportunities for the Environment Canterbury LTCCP, the Canterbury Regional Land Transport Programme, and the Community Facilities Network Vision.
- As of 1 March 2009 the Board's Discretionary Response Fund had an unallocated balance of \$9,642 and the Reserves Discretionary Fund had an unallocated balance of \$17,745.

**10. ELECTED MEMBERS INFORMATION EXCHANGE**

Members made specific mention of the following matters:

- Concern was expressed that the developer of the Black Point subdivision has not constructed a footpath on the roadway for the length of the property as proposed, but in a different area which is not easily accessible. A request was made for staff to investigate why the footpath has not been constructed on the roadway.
- Reserves Committee and weed eradication problems, in particular old mans beard. The Board expressed a wish to work alongside the Committee with a view to increasing public awareness and possibly providing funding to assist. The matter would initially be raised at next week's meeting with Environment Canterbury.
- Safer Communities and improved liaison with youth in Lyttelton. Members would like to initiate dialogue with the Lyttelton Harbour Basin Youth Council with a view to encouraging youth responsibility for facilities provided for them in Lyttelton. Dawn Kottier will raise this at the next Youth Council meeting and report back to the Board.
- Advice was received that the Lyttelton Harbour Basin Arts Council would not be continuing with the sculpture project on London Street. There is a possibility that Project Lyttelton may follow up and progress this idea further. Members will keep the Board updated on progress.
- Information was requested from staff on the Garden Pride Awards held in other wards throughout the city.
- Ferry terminal and ferry access matters are to remain at status quo as new bus services for the next five years are going out to tender.

## 11. QUESTIONS UNDER STANDING ORDERS

The Chairperson of the Board asked the following question:

Why has it taken more than a year for staff to respond to the Lyttelton Mt Herbert Community Board's request made 4 March 2008 for comment on the following proposal from the Diamond Harbour Community Association?

*"Is there any good reason why a riparian strip of gorse-covered land down in Morgans Gully between Marine Drive and Bayview Road, Diamond Harbour, could not be identified as proposed reserve so that it could be fenced and planted by local volunteers with a view to re-establishing native vegetation, and what would need to be done to enable this to happen?"*

## PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

### 12. CONFIRMATION OF MEETING MINUTES

The Board **resolved** that the minutes of the ordinary meeting held on Tuesday 17 March 2009 be confirmed.

### 13. LOCAL GOVERNMENT "KNOW HOW" TRAINING COURSES – FINANCIAL GOVERNANCE 101

The Board considered a report seeking approval for interested members to attend a Local Government New Zealand "Know How" Course – Finance Governance 101, to be held in Christchurch on 7 August 2009.

The Board **resolved** to approve up to three members to attend the Local Government Know How Training Course, Financial Governance 101. The Board **decided** that these members should be:

Paula Smith  
Ann Jolliffe  
Douglas Couch (subject to his confirmation).

### 14. LYTTELTON MT HERBERT RESERVES DISCRETIONARY FUNDING 2008/09 – PROPOSALS FOR UNALLOCATED FUNDING

The Board considered a report proposing the allocation of the Board's remaining 2008/09 Reserves Discretionary funding.

The Board **resolved** to approve the allocation of its remaining 2008/09 Reserves Discretionary Fund for the following projects:

- (a) Lyttelton Cenotaph
  - (i) Clean the bronze plaque - \$500
  - (ii) Clean monument including removal of moss and lichen - \$4250
  - (iii) Create a drain around monument - \$5000
- (b) A seat for the lower garden at the Oxford St Rose Gardens - \$1200
- (c) A new picnic table for Cass Bay Playground - \$1500
- (d) A new drinking fountain at the Oxford St playing fields - \$2000
- (e) Irrigation hydrant fitting for the Lyttelton Recreation Ground - \$1000
- (f) Bench seat for Lyttelton Skate Park - \$1200
- (g) New pedestrian gate between Lyttelton Skate Park and playground - \$1095

The Board **resolved** to request staff to provide a seminar regarding Reserves Discretionary Funding early in the 2009/2010 financial year.

## 15. BRITTAN TERRACE-PEDESTRIAN CROSSING SAFETY IMPROVEMENT PROJECT

The Board considered a report seeking approval to:

- (a) Remove the existing zebra crossing on Brittan Terrace on the north side of the Voelas Road intersection, and upgrade this crossing point.
- (b) Change the existing Give Way on the Voelas Road west (uphill) approach and the Cressy Terrace south approach to Voelas Road, to a Stop control.
- (c) Install No Stopping restrictions at the crossing point.

The Board **resolved** to approve the following:

- (a) That the zebra pedestrian crossing, located on the north-east side of the Brittan Terrace and Voelas Road intersection, be removed.
- (b) The upgrade of the crossing point on Brittan Terrace, including kerb build-outs, as detailed on the attached plan in the agenda (**Attachment 1**).
- (c) That the Give Way sign on the Voelas Road north approach at its intersection with Brittan Terrace be revoked.
- (d) That a Stop sign be placed against the Voelas Road north approach at its intersection with Brittan Terrace.
- (e) That a Stop sign be placed against the Voelas Road south approach at its intersection with Brittan Terrace. Note: While a Stop sign and markings exist there at present, a recent aerial photograph did not show any stop control on this approach, hence this resolution confirms the existing stop control.
- (f) That the Give Way sign on the Cressy Terrace south approach at its intersection with Voelas Road be revoked.
- (g) That a Stop sign be placed against the Cressy Terrace south approach at its intersection with Voelas Road.
- (h) That the stopping of vehicles be prohibited at any time on the north side of Brittan Terrace commencing at its intersection with Voelas Road and extending in an easterly direction for a distance of 17 metres.
- (i) That the stopping of vehicles be prohibited at any time on the south side of Brittan Terrace commencing at its intersection with Voelas Road and extending in an easterly direction for a distance of 18 metres.

In addition to the staff recommendations, the Board **resolved** that signage be erected on Brittan Terrace to emphasise the 50 kilometres per hour speed zone and a children crossing warning sign on both approaches to the pedestrian facility.

The meeting concluded at 12.14pm.

**CONFIRMED THIS 19TH DAY OF MAY 2009.**

**PAULA SMITH  
CHAIRPERSON**

### **3. CONFIRMATION OF JOINT EXTRAORDINARY MEETING MINUTES**

The Minutes of the Board's Joint Extraordinary meeting with the Akaroa/Wairewa Community Board of 21 April 2009 are **attached**.

#### **STAFF RECOMMENDATION**

That the Minutes of the Board's Joint Extraordinary meeting with Akaroa/Wairewa Board of 21 April 2009 be confirmed.



**AKAROA/WAIREWA COMMUNITY BOARD  
LYTTELTON MT HERBERT COMMUNITY BOARD  
JOINT EXTRAORDINARY MEETING**

**21 APRIL 2009**

**Minutes of the Extraordinary Joint Meeting of the  
Akaroa/Wairewa Community Board and Lyttelton Mt Herbert Community Board  
held on Tuesday 21 April 2009 at 9.30am  
in the Boardroom of the Little River Service Centre, Little River.**

**PRESENT:** Stewart Miller (Chairman), Paula Smith, Jeremy Agar,  
Jane Chetwynd, Doug Couch, Ann Jolliffe, Dawn Kottier,  
Bryan Morgan, Claudia Reid, Pam Richardson and Eric Ryder.

The Board reports that:

**PART B - REPORTS FOR INFORMATION**

**1. SPARC RURAL TRAVEL FUND FOR BANKS PENINSULA WARD**

The Boards considered a staff report regarding the allocation of funds from the 2008/09 SPARC Rural Travel fund within the Banks Peninsula area.

Members were informed that the focus for this rural funding allocation is to encourage young people in the rural areas to participate in sport and did not necessarily have to be for teams associated with a "sports" club but could also be a youth group or similar. However, individuals did not qualify for a travel fund if they chose to play a sport and became a member of another team outside the qualifying area.

The report and accompanying recommendations from the Boards were submitted to the Council meeting on 14 May 2009 as a report from the Chairmen.

The Boards **resolved** to write to SPARC thanking them for the contribution this fund makes to the Banks Peninsula communities and requesting the continuation of the fund based on local examples of need.

The meeting concluded at 10:00am.

**CONFIRMED THIS 13TH DAY OF MAY 2009**

**STEWART MILLER  
CHAIRMAN**

**CONFIRMED THIS 19TH DAY OF MAY 2009**

**PAULA SMITH  
CHAIRPERSON**

**4. CONFIRMATION OF SMALL GRANTS FUND SUBCOMMITTEE MEETING MINUTES**

The Minutes of the Board's Small Grants Fund Subcommittee meeting of 21 April 2009 are **attached**.

**STAFF RECOMMENDATION**

That the Minutes of the Board's Small Grants Fund Subcommittee meeting of 21 April 2009 be confirmed.

**LYTTELTON MT HERBERT COMMUNITY BOARD  
SMALL GRANTS FUND SUBCOMMITTEE MEETING**

**21 APRIL 2009**

**Minutes of the Lyttelton Mt Herbert Community Board  
Small Grants Fund Subcommittee meeting  
held on Tuesday 21 April 2009 at 9.20am  
in the Boardroom of the Little River Service Centre, Little River.**

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

The Board reports that:

**PART C - DELEGATED DECISIONS**

**1. APPLICATION TO LYTTELTON/MT. HERBERT DISCRETIONARY RESPONSE FUND 2008/09 - ANZAC  
FUNCTION AT DIAMOND HARBOUR**

The subcommittee considered a staff report seeking its approval for funding from the Lyttelton/Mt. Herbert 2008/09 Discretionary Response Fund to contribute to ANZAC Day catering at Diamond Harbour.

The subcommittee **resolved** to:

- (a) Approve \$200 from the Lyttelton Mt Herbert 2008/09 Discretionary Response Fund to supplement the cost of the ANZAC function in Diamond Harbour.
- (b) Report to the 19 May 2009 Lyttelton Mt Herbert Community Board meeting on the outcome of this meeting.

The meeting concluded at 9:25am.

**CONFIRMED THIS 19TH DAY OF MAY 2009**

**PAULA SMITH  
CHAIRPERSON**

5. **DEPUTATIONS BY APPOINTMENT**



5.1 **WHAKARAUPO CARVING CENTRE TRUST**

Caine Tauwhare and Noeline Allan wish to address the Board on behalf of the Trust.

6. **CORRESPONDENCE**



6.1 **LYTTELTON RSA CHARITABLE TRUST**

The Trust has written expressing concern at the deterioration of the Lyttelton Cenotaph requesting that a full restorative work programme be instigated and approved as soon as possible.

The letter is **attached**.

**STAFF RECOMMENDATION**

It is recommended that the Board receive the letter from the Lyttelton RSA Charitable Trust and refer it to staff with a request for information on what (if any) plans there are for future restoration works on the cenotaph.

6.2 **LYTTELTON HARBOUR BASIN YOUTH COUNCIL (INC)**

The Youth Council has written expressing thanks for approving funding which allowed the Lyttelton Skate Park to be repainted.

The letter is **attached**.

**STAFF RECOMMENDATION**

It is recommended that the Board receive the letter from the Lyttelton Harbour Basin Youth Council (Inc).

# *Lyttelton RSA Charitable Trust*

*Registration Number CC20177*



13<sup>th</sup> April 2009

Lyttelton/Mount Herbert Community Board  
Christchurch City Council  
P.O. Box 237  
Christchurch 8140

**Attention:** Mrs Ann Jolliff

Dear Ann,

Ref: **Lyttelton Cenotaph – Urgent Restoration Requirement**

The Trustees have become aware of the proposed allocation of funding from the remaining 2008/09 Reserves Discretionary budget funding as follows:

## ***“Lyttelton Cenotaph***

*This work is for the conservation treatment based on Ian Bowman’s 2007 report and updated by a 2009 site inspection.*

- (i) ***Clean the bronze plaque - \$500.00***  
*The cleaning of the bronze plaque should be carried out by a qualified metals conservator. The plaque appears to be in much worse condition than in 2007.*
- (ii) ***Clean monument including the removal of moss and lichen - \$4,250.00***  
*Monument is cleaned of the moss and lichen manually in conjunction with a general clean of the monument using a micro jet spray or low pressure spray.*
- (iii) ***Create a drain around monument - \$5,000.00***  
*Lay a drain around the edge of the concrete steps around the entire monument in order to drain away excess water.”*

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Our Trust is deeply concerned at the increasing general deterioration of this historically significant monument due to the absence over time of appropriate maintenance and restorative work. We are particularly concerned at the crumbling masonry and stone work on the upper sections of the structure and the flaking of stone falling onto the base steps surrounding the monument.



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The Trustees are advised that the Christchurch City Council is responsible under the Flags and Memorials legislation for the maintenance and upkeep of war memorials within its boundaries. We are also aware that the council has the ability to seek funding assistance from the Department of Internal Affairs to provide for the proper maintenance and restorative work on war memorials.

It is the Trust's view that the work proposed for the Lyttelton Cenotaph is cosmetic and will do little to maintain the monument itself. This leads us to be extremely concerned for the safety of the Cenotaph and those that visit it or pay their respects at it.

The Trust is also concerned at the poor timing of the planned work suggesting that this should have been instigated at a time that would have ensured its completion prior to ANZAC Day 2009 particularly given that the proposed work is wash-up of budgeted funds at the end of the financial year.

The Trust would like to make representations to the Community Board in order to seek assurance that a full restorative work programme can be approved for this Cenotaph at the earliest possible time.

Yours sincerely

**Lyttelton RSA Charitable Trust**

A handwritten signature in blue ink that reads "P Dawson". The signature is written in a cursive style.

Pete Dawson OSM  
**Trustee/Chairman**

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**LYTTELTON HARBOUR BASIN YOUTH COUNCIL (Inc)**  
**PO BOX 121, LYTTELTON 8033**

Paula Smith  
Chairperson of the Lyttelton Community Board  
C/o- CCC Lyttelton Service Centre  
33 London Street  
Lyttelton

24 April 2009

Dear Paula and Community Board members,

We are writing to thank you for approving funding which enabled us to have the Lyttelton Skate Park re-painted.

Our original painting date of March 21 brought us rain which meant that we had to postpone the painting for one week. This was a blessing in disguise as it provided us with the opportunity to paint out the top half of the skate park that the original painting crew could not reach.

On Saturday 28<sup>th</sup> March the magic happened. We had a sausage sizzle set up with refreshments and at 10am the painting started. It was amazing to see the process of the painting from beginning to end. It was a little worrying to see it at the beginning stages as the outlines were rough and it was not clear how it would turn out. Throughout each stage of the painting process the walls began to look increasingly better.

Incorporating the Lyttelton landscape into the wall was great to see. As our young people got their chance to take part in the painting, one by one, and be mentored by the painters from project legit it was clear that these young people were taking great pride in an area that had been looking run down for many years.

We feel that the end product of the skate park looks great. It is now lighter and brighter and gives the community a nicer public area to be proud of.

Once again thank you for approving the funding for this project, and thank you for your ongoing support of the Lyttelton Harbour Basin Youth Council.

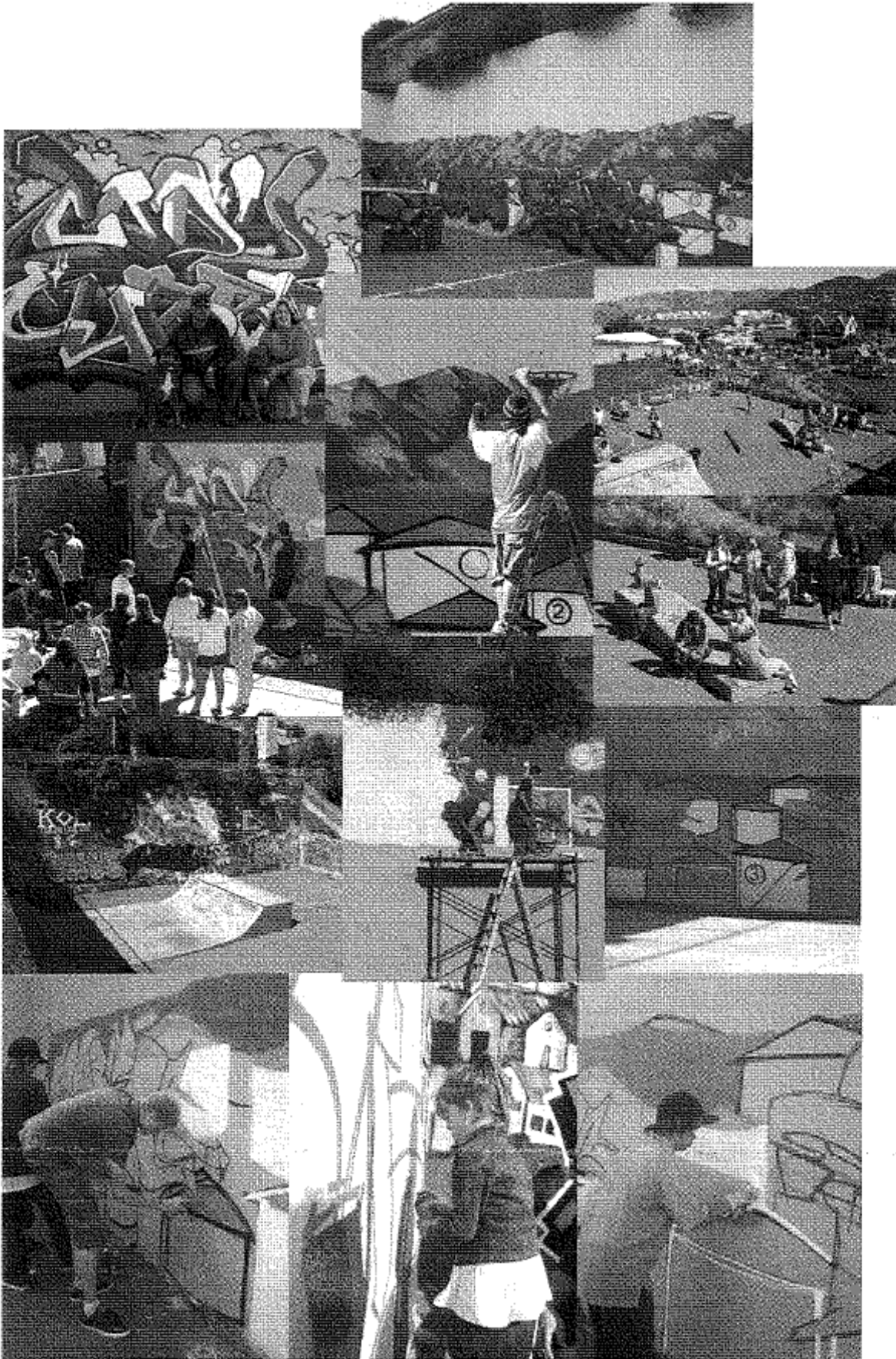
I have attached some photos for your viewing pleasure on the following page.

Yours sincerely,

Emma Odering  
Youth Worker  
Lyttelton Youth Centre

7 Dublin Street  
P.O Box 121  
Lyttelton

Ph: (03) 328-7427



**7. PRESENTATION OF PETITIONS**

Nil.

**8. NOTICES OF MOTION**

Nil.

9. **MINUTES OF LYTTELTON RESERVES COMMITTEE HELD 6 APRIL 2009**



The Minutes of the Lyttelton Reserves Committee of 6 April 2009 are **attached**.

**STAFF RECOMMENDATION**

That the Board receive the minutes of the Lyttelton Reserves Committee meeting held on 6 April 2009.

**Minutes of an ordinary meeting of the Lyttelton Reserves Committee  
Held at the Lyttelton Club, Lyttelton on Monday 6 April 2009 commencing 7.35 pm.**

Present: Gary Broker, Robert Tobias, Ann Jolliffe, Daryl Warnock, Josh Harris, Jodi Rees.

**1 Apologies:** Ian Hankin, John King, Jen Miller

Motion: That the apologies be accepted.

Moved: Jodi Seconded: Josh

**2 Minutes of meeting held 2 February 2009**

Motion: That the minutes be confirmed as a true and correct record of the meeting.

Moved: Jodi Seconded: Robert;

**3 Matters arising from the minutes**

3.1 Watering

Gary asked how to go about increasing the number of waterers to join team to have on standby throughout the season. Jodi offered to post ad on Timebank as ongoing need. Daryl had idea to put notice on Volcano Radio regarding waterers.

**4 Correspondence Inwards**

4.1 Te Hapu o Ngati Wheke, 10 Nov 2008 Totara –  
Thank you for the gift of trees and companion plants to marae.

4.2 Christchurch City Council  
Financial results for the year ended 30 June 2008.

4.3 Christchurch City Council, 16 Feb 2009  
Community facility network vision – Seeking community facility needs on Banks Peninsula for the next 20 years.

- Some discussion, but decided not relevant for reserves committee.

4.4 Christchurch City Council, 6 March 2009  
Banks Peninsula service awards 2009 – Asking for nominations for quiet achievers.

- Some discussion about who we could recommend, but given short timeframe it was decided to wait until next year.

**5 Treasurer's report**

The balance at 4 April 2009 was \$6876.13, including deposit of \$3300 from MWH, thanks to Dugall.

**6 Convener's Report**

6.1 Urumau Tracks

Dugall had arranged a meeting between Josh, Daryl and Gary with the LPC for Thursday 12 March. A couple of days prior to the meeting Mike Day of the LPC advised that the LPC management committee wanted a management plan showing the tracks on their land and a draft MOU. We had hoped to achieve something like that outcome at the meeting so agreed to cancel the meeting and move to prepare the plan and MOU.

On Thursday Daryl and I met with Nick Singleton and Jenny Moore of the CCC and we agreed to move towards those items. The Committee will have an opportunity to comment.

## 9. Cont'd

### 6.2 Foster Terrace Planting

At the last meeting it was suggested that we apply for a Council grant for this project. We now know that we require 85 plants which will not be an extreme cost. We also have some money donated for plants. Gary asks that we consider applying for Council funding for a larger and perhaps more urgent project, such as weed control in Urumau, and pay for the Foster Terrace planting ourselves.

It was AGREED that it is not worth applying for grant for these plantings and to purchase them ourselves.

## 7 Business

### 7.1 Urumau Tracks

Daryl presented notes and maps of proposed mountain bike tracks. Gary spoke about speed limiting factors that could be put in place to mitigate dangers to residents/children. Robert raised concerns about potential noise, danger of collision, and property issues (e.g. private right of way at top of Gilmore Terrace). Discussion on alternative access points where track could get onto reserve without going past end of Gilmour Terrace, e.g. end of Foster Terrace. Ann had a suggestion that Greenspace planners would need to contact residents/property owners for consultation before access could be finalised. Gary agreed that council staff and committee members should attend any meeting to discuss access. Daryl proposed some options that divert traffic off high speed areas.

Gary proposed next step as putting Daryl's map forward to LPC as accepted proposal, subject to some refinement regarding access etc.

Motion: That Daryl to report at next meeting after consultation with Nick Singleton as to progress on track lines. Daryl is to explore bench track as second access option.

Moved: Gary Seconded: Jodie

### 7.2 Weed survey of Urumau

Members had been asked for any suggestions regarding priorities of weed management. Gary recommended Old Man's Beard in Powerline Lane. Environmental Services has been used in past (Simon), and we could apply for funding for this.

Motion: That Gary consult Di and Ian to work together to decide priority actions, with approval from committee by email. Also need approval from committee to put MWH money into project.

Moved: Josh Seconded: Robert

### 7.3 Dates of Public Planting

Discussed dates for public planting, and AGREED on 13 June for public planting day. School planting day for 12 June, with 19 June as back up in case of bad weather.

Discussed need for back up for Jodi around tree planting time. Daryl and Robert to provide assistance for plantings. Robert to do publicity. Gary to circulate project plan. There was some discussion about spacing, defining the planting area for the public planting, plant site design for long-term maintenance and whether preparing planting sites ahead of time was worthwhile.

It was AGREED that planting would be at 1 metre spacings on 400mm benches.

### 7.4 2009/10 Budget request

Suggestions made: planting, weed control, track signage and materials.

### 7.5 Brochures

Brochure needs updating with new name of reserve, to advertise work days and watering specifically, add more contact numbers (e.g. Josh and Jodi). Jodi to ask PB if they would like to sponsor in form of Corporate Social Responsibility, to assist with printing. Gary to send electronic copy of brochure to Daryl and Jodi by email. AGREED that we will reprint, but after website up and running. Jodi perhaps to do small run in meantime for Lyttelton Welcome Packs etc.

### 7.6 Workdays

Postponed till next meeting but will be at start of agenda.



## 9. Cont'd

- 7.7 Whakaraupo management plan  
In the absence of other nominations Gary suggested Brian and himself to attend meetings with CCC regarding management plan.
- 7.8 Pest control  
Motion: That the Committee offer support to Rob Angelo and Jeff Knewstubb for pest control, conditional on them submitting a management plan to CCC and DOC if necessary.  
Moved: Daryl Seconded: Josh
- 7.9 Urumau – Historic shooting range.  
Jen not at meeting, but Daryl gave some info about historic shooting range. It is an archaeological site, Daryl suggested signage would be good. Jen passed on message that it was important to talk to knowledgeable people, e.g. Ian Hill from DOC or Victoria Bliss from CCC.  
Motion: That an onsite meeting be organised to discuss historic value of site, Daryl, Josh, Gary and Robert to attend.  
Moved: Gary Seconded: Jodi

## 8 General business

Daryl suggested setting up watering form on Google Documents to streamline process. Daryl and Josh to progress and report back.

## 9 Next Meeting Date

The next ordinary meeting of the Committee will be held on Monday 8 June 2009 commencing at 7.30 pm at the Lyttelton Club, Dublin Street.

The meeting finished at 9.35 pm.

## 10. NORWICH QUAY – PROPOSED P5, P60 AND NO STOPPING RESTRICTIONS

<b>General Manager responsible:</b>	General Manager City Environment, DDI: 941-8608
<b>Officer responsible:</b>	Transport and Greenspace Manager
<b>Author:</b>	Jon Ashford and Michael Thomson - Network Operations

### PURPOSE OF REPORT

1. The purpose of this report is to seek the Board's approval that a P5, a P60 and a No Stopping Restriction be installed on the north side of Norwich Quay.

### EXECUTIVE SUMMARY

2. The Council Network Operations Team has received a request from the owner of Video Ezy, located at 10 Norwich Quay, that one space (five metres) of the existing P60 parking restriction outside his business be replaced with a P5 parking restriction. Please refer to the **attached plan**.
3. Norwich Quay forms part of State Highway 74, leading to the Port of Lyttelton. Norwich Quay has a 50km/h speed limit and carries a high number of heavy goods vehicles en route to the Port.
4. On the north side of Norwich Quay, there is currently a 35 metre long P60 parking restriction starting on the east side of the driveway beside number 10 (Video Ezy) and extending eastwards towards Oxford Street. Extending westwards from the west side of the driveway is approximately 28 metres of unrestricted parking followed by 28 metres of P5 parking restriction.
5. The owner of Video Ezy advises that customers returning videos will often double park if they are unable to find parking close to his business. This creates traffic problems on Norwich Quay, particularly for the heavy goods vehicles.
6. The owner of Video Ezy would like the parking space at the western end of the existing P60 restriction, which is directly outside his shop, changed to a P5 restriction. The existing driveway beside his shop will allow easy access into this parking space.
7. During consultation carried out as part of this investigation, the proprietor of Dual Jeans at 18 Norwich Quay again requested that the unrestricted parking outside her shop be changed to P60 to provide some parking for her customers. She advises that these parks are seldom available for her customers and they are often occupied all day by customers of a tourist operator across the street that has no off-street parking.
8. The proposal to change this unrestricted parking to P60 was included in a report to the Board on 21 October 2008 but was declined. Network Operations staff recommends this be reconsidered by the Board and this report includes the proposed installation of a P60 parking restriction over the existing unrestricted parking outside 18 Norwich Quay (Dual Jeans).
9. This proposal will provide a P5 restricted parking space with easy access on the north side of Norwich Quay directly outside number 10 (Video Ezy) and create 28 metres of P60 restricted parking outside number 18 (Dual Jeans). This will cater for the short and medium term turnover nature of parking required in this part of Norwich Quay and improve road safety by preventing double parking. The neighbouring businesses support this proposal.
10. During the site inspection carried out as part of this investigation, it was noticed that the existing no stopping restriction on the north side of Norwich Quay, extending westwards from the pedestrian crossing at the Oxford Street intersection, is too short. Vehicles are currently able to park within the marked taper and too close to the crossing, which restricts pedestrian and driver visibility.
11. To address this safety issue, this proposal will also extend the existing no stopping restriction westward by four metres, which will mean that the existing P60 parking restriction is reduced in length by four metres.

### FINANCIAL IMPLICATIONS

12. The estimated cost of this proposal is approximately \$600.

## 10. Cont'd

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

13. The installation of road markings and signs is within the LTCCP Streets and Transport Operational Budgets.

### **LEGAL CONSIDERATIONS**

14. Part 1, Clause 5 of the Christchurch City Council Traffic and Parking Bylaw 2008 provides Council with the authority to install parking restrictions by resolution.
15. The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Register of Delegations dated April 2008. The list of delegations for the Community Boards includes the resolution of parking restrictions and Traffic Control Devices.
16. The Council has delegated authority from the New Zealand Transport Agency to install parking restriction signs and/ or markings on the State Highway.
17. The installation of any parking restriction signs and/ or markings must comply with the Land Transport Rule: Traffic Control Devices 2004.

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

18. As above.

### **ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

19. Aligns with the Streets and Transport activities by contributing to the Council's Community Outcomes- Safety and Community.

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

20. As above.

### **ALIGNMENT WITH STRATEGIES**

21. The recommendations align with the Council Strategies including the Parking Strategy 2003, Road Safety Strategy 2004 and the Safer Christchurch Strategy 2005.

### **Do the recommendations align with the Council's Strategies?**

22. As above.

### **CONSULTATION FULFILMENT**

23. The neighbouring businesses support this proposal.
24. The Lyttelton Harbour Business Association support this proposal.
25. The officer in Charge - Parking Enforcement agrees with this proposal.
26. NZTA, as the road controlling authority, has been consulted and has no objections to this proposal.

### **STAFF RECOMMENDATION**

It is recommended that the Lyttelton Mt Herbert Community Board:

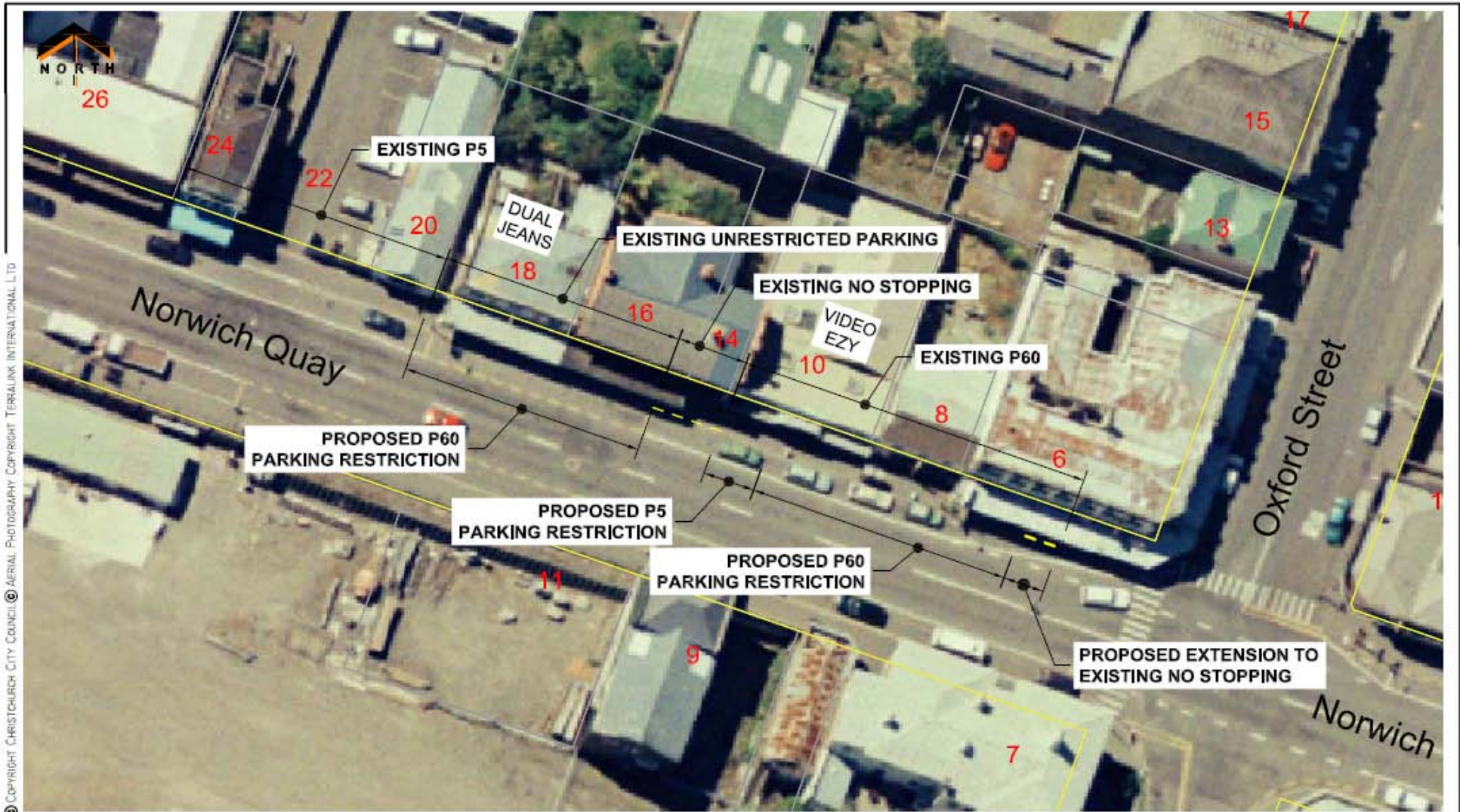
Revoke the following parking restrictions:

- (a) Any existing parking restrictions on the north side of Norwich Quay commencing at its intersection with Oxford Street and extending in a westerly direction for a distance of 53 metres.

## 10 Cont'd

Approve the following on Norwich Quay:

- (b) 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 15 metres in a westerly direction from its intersection with Oxford Street and extending in a westerly direction for a distance of 26 metres.
- (c) 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 41 metres in a westerly direction from its intersection with Oxford Street and extending in a westerly direction for a distance of 5 metres.
- (d) 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 53 metres in a westerly direction from its intersection with Oxford Street and extending in a westerly direction for a distance of 24 metres.
- (e) That the stopping of vehicles be prohibited at any time on the north side of Norwich Quay commencing at a point 5 metres in a westerly direction from its intersection with Oxford Street and extending in a westerly direction for a distance of 10 metres.
- (f) That the stopping of vehicles be prohibited at any time on the north side of Norwich Quay commencing at a point 46 metres in a westerly direction from its intersection with Oxford Street and extending in a westerly direction for a distance of 7 metres.



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**NORWICH QUAY**  
 Proposed P5, P60 and No Stopping Restrictions  
 For Board Approval

Original Plan Size: A4  
 ISSUE. 1 12/03/09  
 B90901976 RAH

ViaStrada file location - R:\PROJECTS\001 TO 200\001 TO 025\01 NETWORK OPERATIONS\NORWICH QUAY\NORWICH QUAY - P10 - 46-80901976\NORWICH QUAY.DWG

## 11. LYTTTELTON MT HERBERT KEY LOCAL PROJECTS FOR 2009/10

<b>General Manager responsible:</b>	General Manager Community Services, DDI: 941 8607
<b>Officer responsible:</b>	Unit Manager Community Support
<b>Author:</b>	Matthew Pratt; Team Leader Community Grants Funding

### PURPOSE OF REPORT

1. The purpose of this report is to provide the Board with the opportunity to consider the funding applications it wishes to nominate as Key Local Projects (KLP) for 2009/10.

### EXECUTIVE SUMMARY

2. As part of the Strengthening Communities Grants Funding Programme, each Board may nominate Key Local Projects (KLPs) in its area that are put forward to the Metropolitan Funding Committee for consideration for metropolitan funding.
3. The Metropolitan Funding Committee will make KLP decisions based on affordability and the following priorities:
  - Strengthening Communities Strategy Principles and Goals;
  - Funding outcomes and priorities as set out in Strengthening Communities Strategy;
  - Alignment to local Community Board objectives;

### AND

- Projects deliver benefits to the city outside of the local Board area;
  - Key community issues contemplated under Goal 2 of the Strengthening Communities Strategy.
4. In addition, staff recommendations for Key Local Projects are also based on whether the project meets the following criteria:
    - The organisation undertaking the project has a proven track record with Council in providing a high quality level of service;
    - Significantly contributes towards the Council's Funding Outcomes and Priorities;
    - Demonstrates leadership and innovation;
    - Demonstrates best-practice and collaboration.
  5. At the Lyttelton Mt Herbert Community Board workshop held on 28 April 2009, staff recommended the following application be submitted as a KLP:
    - **Project Lyttelton Inc** - Capacity Building Project (\$13,520)
  6. In addition to the above project, the Board requested further information on the following application for consideration as a KLP:
    - **Lyttelton Community House Trust** - Community House Project (\$43,930)
  7. **Attached** is a Decision Matrix which provides information on the above applications.

### Timeline and Process

8. The KLPs as approved by the Board will be put forward to the Metropolitan Strengthening Communities Funding Committee for consideration at its meeting on 20 July 2009.
9. Any recommended KLPs will be considered for a two year funding period to ensure that all KLPs are kept in line with the three year KLP funding cycle which commenced in July 2008.

## 11 Cont'd

### FINANCIAL IMPLICATIONS

10. In 2008/09 each Christchurch City Community Board had \$280,000 to allocate in its Strengthening Communities Fund. Akaroa-Wairewa and Lyttelton Mt Herbert had \$35,000 and \$45,000 respectively available for their allocation.
11. The finalised 2009/2010 grants funding allocation amounts are currently awaiting sign off through the LTCCP processes.
12. If recommended KLPs do not receive funding at a Metropolitan level, they will be returned to the Board for consideration with their remaining Strengthening Communities applications.

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

13. Yes.

### LEGAL CONSIDERATIONS

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

14. Yes. Community Board funding decisions are made under delegated authority from the Council.

### 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?

15. Yes. Strengthening Communities Funding and Community Board Funding.

### ALIGNMENT WITH STRATEGIES

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

16. Strengthening Communities Strategy.

### CONSULTATION FULFILMENT

17. No external consultation needs to be undertaken, although staff have discussed funding applications with those groups that have submitted the applications.

### STAFF RECOMMENDATION

It is recommended that the Lyttelton Mt Herbert Community Board nominate Project Lyttelton - Capacity Building project as a Key Local Project to be considered for funding by the Metropolitan Funding Committee.

### BACKGROUND (THE ISSUES)

18. The Council adopted the Strengthening Communities Strategy on 12 July 2007. The Strategy incorporated the Community Group Grants Review which provided the framework, principles and funding outcomes for the new Strengthening Communities Grants Funding Programme. This programme replaces the Project and Discretionary Funding process as previously used by the community boards.
19. Council staff reviewed the funding programme following the 2008/09 funding year and consulted all interested parties on the successes and failures of the process. As a result of this review, some changes were implemented. The full report detailing these changes can be viewed as part of the Council agenda for its meeting on 27 November 2008.



## 11. Cont'd

20. The Strengthening Communities Grants Funding Programme comprises four funding schemes, which supersede all previous community group grant schemes, sub-schemes and categories. The schemes are:
  - (a) Strengthening Communities Fund
  - (b) Small Grants Fund
  - (c) Discretionary Response Fund
  - (d) Community Organisations Loan Scheme
21. The funding schemes enable Council and its community boards to support and provide leverage opportunities for not-for-profit, community focused groups seeking funding in support of their community endeavours.
22. Each Board may nominate Key Local Projects (KLPs) in its area that are put forward to the Metropolitan Funding Committee for consideration for metropolitan funding.
23. The agreed process to determine if a "local" funding application should be processed as a KLP was detailed in the report adopted by Council on 4 October, 2007.
24. The Metropolitan Funding Committee will make KLP decisions based on affordability and the following priorities:
  - Strengthening Communities Strategy Principles and Goals;
  - Funding outcomes and priorities as set out in Strengthening Communities Strategy;
  - Alignment to local Community Board objectives;AND
  - Projects deliver benefits to the city outside of the local Board area;
  - Key community issues contemplated under Goal 2 of the Strengthening Communities Strategy.
25. The process for considering KLPs is as follows:
  - (i) Community Boards nominate and prioritise their KLPs and make a recommendation to the Metropolitan Funding Committee.
  - (ii) The Metropolitan Funding Committee makes decisions on Board recommended KLPs.
  - (iii) Successful KLPs are allocated funding from the Metropolitan Strengthening Communities Fund.
  - (iv) Unsuccessful KLPs are returned to the Community Board for consideration under the local Strengthening Communities Fund.
26. Community Boards are advised that where candidates for KLP funding consideration are successful in receiving funding from the Metropolitan Funding Committee, then there can be no further call on the Board for that project.
27. This is also the case, where a successful candidate is funded to a lower level than has been recommended by the board. This reflects the "funding constraints" criteria agreed by Council in Appendix F of the October 4, 2007 report which states that "groups receiving funding at a Metropolitan level may only receive local level funding if the project is specifically local and no portion of it has been funded at the Metropolitan level".



11. Cont'd

28. The following table lists all of the organisations that were funded as KLPs in the 2008/09 funding year.

<b>Name of Group</b>	<b>Amount Funded</b>	<b>Community Board</b>
Aranui Community Trust	\$31,000	Burwood Pegasus
Cross Over Trust	\$47,000	Spreydon Heathcote
Rowley Resource Centre	\$30,000	Spreydon Heathcote
Spreydon Youth Community Trust	\$27,000	Spreydon Heathcote
Shirley Community Trust	\$22,880	Shirley Papanui
St Albans Residents' Association	\$40,000	Shirley Papanui
Papanui Youth Development Trust	\$27,000	Shirley Papanui
Shoreline Youth Trust	\$16,000	Hagley Ferrymead
Te Whare Roimata Trust - (Older Persons)	\$27,000	Hagley Ferrymead
Te Whare Roimata Trust - (Bromley Community Development)	\$27,000	Hagley Ferrymead
Te Whare Roimata Trust - (Community Gardens)	\$27,000	Hagley Ferrymead
Te Whare Roimata Trust - (Linwood Community Arts)	\$52,000	Hagley Ferrymead
Te Puawaitanga ki Otautahi Trust (Community Development Worker)	\$51,800	Riccarton Wigram
Te Puawaitanga ki Otautahi Trust (Community Facilities Coordinator)	\$51,250	Riccarton Wigram

## LYTTELTON / MT HERBERT KEY LOCAL PROJECT DECISION MATRIX

### Priority Rating

- 1 Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.  
 2 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.  
 3 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.  
 4 Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities/or other funding sources more appropriate. Not recommended for funding.

Index Number	Organisation Name	Project Description	Amount Requested	Total project Cost	Amount Recomd	Other Sources of Funding	Funding History	Recommendation	Priority
1	Project Lyttelton Incorporated	<p><b>Capacity Building Project</b></p> <p>Due to the considerable growth of the organisation, they are seeking contribution towards the following two key areas of development:</p> <ul style="list-style-type: none"> <li>- Administration and Governance development (\$10,400)</li> <li>- Communications development (\$3,120)</li> </ul>	\$13,520	\$13,520	\$13,520	<p>The total operating cost of this organisation is approximately \$280,000 per year. They currently have \$129,266 in the bank of which \$124,225 is tagged for specific projects.</p> <p>They currently have the following funding applications with other funding bodies:</p> <p>HET Education - \$10,000 (pending)            Lotteries - \$13,000 (pending)            Canty Community Trust - \$10,000 (pending)</p> <p>They also generate income through their community enterprise, the organic farm.</p>	2008/09 - \$20,000 (Lyttelton Harbour Festival of Lights) 2007/08 - \$3,000 (Lyttelton Summer Street Party) 2007/08 - \$10,000 (Lyttelton Harbour Festival of Lights) 2007/08 - \$10,000 (Waste Project) 2006/07 - \$3,000 (Lyttelton Summer Street Party)	That the Lyttelton/Mt Herbert Community Board nominate Project Lyttelton Inc as a key local project and recommend funding of \$13,520 per annum for a two year period from the Metropolitan Funding Committee towards their capacity building project.	1

### Alignment with Board Objectives and Council Strategies:

#### Board Objectives

- Enhancing and sustaining the Banks Peninsula Environment
- Promoting the participation of Banks Peninsula residents in recreation and cultural events/programmes

#### Council Strategies

- Strengthening Communities Strategy

### Staff comments including evidence of need:

Project Lyttelton was established 15 years ago (previously Project Port Lyttelton) and administers and drives a wide variety of projects in the Lyttelton/Mt Herbert area. The organisation say they currently work with approximately 500 people per week and their range of projects has benefits for over 80,000 people.

#### These projects include:

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Lyttelton Farmers' Market</li> <li>• Lyttelton News - a monthly supplement in the Akaroa Mail</li> <li>• An energy project (efficient solutions for households)</li> <li>• Opawa organic farm</li> <li>• Ellerslie - to give Project Lyttelton a presence at the Ellerslie Flower Show</li> </ul> | <ul style="list-style-type: none"> <li>• Lyttelton Community Garden</li> <li>• A local waste collection scheme (organic waste collected from businesses, schools and homes is composted locally and used locally)</li> <li>• Community based education programme</li> <li>• Organising two annual events - Lyttelton Street Party, Winter Festival of Lights</li> </ul> |
|--|---|

**Administration and Governance development** - Project Lyttelton is run by a volunteer board. The organisation has grown enormously over the past couple of years. They currently employ an administrator for 30 hours per week. This role provides administration work for all of the wide range of projects delivered by the organisation. As the number of projects increase so does the amount of administration work involved. They are seeking support for another 20 per week to assist with this increased demand and pressure. Having this additional support will allow the Board to undertake a review of all policies and procedures and to develop more effective policies in regards to areas such as Health and Safety, roles and responsibilities of Board members, Board member training, and better monitoring and evaluation of projects.

**Communications development** - Project Lyttelton has managed most of its communications in a voluntary capacity excepting website development. With the increased number of projects and increased awareness of projects, there is a greater demand from people wanting more information about the organisation. They are seeking support towards employing someone for 3 hours per week to be responsible for keeping the website information up to date and accurate; creating media releases; hosting visiting media; promoting the organisation through speaking to other groups at various networking opportunities.

This application is being recommended for consideration as a Key Local Project due to the organisation having a proven track record with Council in providing a high quality level of service, its significant contribution towards the Council's Funding Outcomes and Priorities, and because it demonstrates leadership and innovation.

Comments and notes: (for elected member use)

## LYTTELTON / MT HERBERT KEY LOCAL PROJECT DECISION MATRIX

### Priority Rating

- 1 Meets all eligibility criteria and contributes **significantly** to Funding Outcomes and Priorities. Highly recommended for funding.  
 2 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.  
 3 Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.  
 4 Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities/or other funding sources more appropriate. Not recommended for funding.

Index Number	Organisation Name	Project Description	Amount Requested	Total project Cost	Amount Recomd	Other Sources of Funding	Funding History	Recommendation	Priority
2	Lyttelton Community House Trust	<p><b>Community House Project</b></p> <p>To provide a community house which will be accessible to all members of the communities of Lyttelton and the harbour basin.</p> <p>A contribution is sought towards a worker's salary and overheads.</p>	\$43,930	\$170,691	\$0	<p>The total operating cost of this organisation is approximately \$57,000 per year. They currently have \$19,676.72 in the bank of which \$4,676.72 is tagged for specific purposes.</p> <p>They currently have the following funding applications with other funding bodies:</p> <p>Community Trust - \$20,000            Lotteries - \$5,000 (projects)            Pub Charity - pending            Mazda Foundation - pending            Southern Trust - pending</p>	2008/09 - \$3,000 (Set up costs)	That the Lyttelton/Mt Herbert Community Board does not nominate Lyttelton Community House project as a Key Local Project as it does not meet the required criteria.	4

### Alignment with Board Objectives and Council Strategies:

#### Board Objectives

- Promoting the participation of Banks Peninsula residents in recreation and cultural events/programmes

#### Council Strategies

- Strengthening Communities Strategy
- Safer Christchurch Strategy

### Staff comments including evidence of need:

This Trust was incorporated as a Charitable Trust on 23<sup>rd</sup> September 2008 with the purpose of establishing a community house in Lyttelton through partnership with a number of existing organisations, including the Sumner Redcliffs Lyttelton Union Parish, the Lyttelton Harbour Basin Youth Council, Project Lyttelton and the Banks Peninsula Community Initiatives Project.

The need for this project was identified through work undertaken in 2007 by the Banks Peninsula Initiatives Project (sponsored by the Ministry of Social Development). They expect to work with up to 30 people per week.

They aim to undertake a range of community services and initiatives, offering social, economic and education support particularly for community members on low incomes; employing and/or contracting staff to facilitate these initiatives. They will develop working relationships/partnerships with a number of existing community organisations in Lyttelton and the Lyttelton harbour basin. They wish to facilitate research pertaining to their objectives and through this identify and implement new community initiatives that would enhance the social well being of Lyttelton and harbour basin communities.

A community house (sometimes known as a 'cottage') is a place where people from the community can go to make friends, have a cup of tea or coffee, have a chat and/or get help and make connections with other agencies if needed. There are many different groups and activities that may run from a community house. These include, but are not limited to, women's and men's groups, community action groups, art classes, family literacy and numeracy courses.

There are no similar projects in the Lyttelton/Mt Herbert area. However, it is expected that this initiative will complement those of other groups as there is close liaison, and continuing dialogue. The community house will operate from the same premises as the Lyttelton Youth Centre, but will be open at different times.

Staff do not recommend this project be nominated as a Key Local Project as it is a new initiative which has yet to prove its value in the local community and therefore does not meet the criteria for a Key Local Project. However, staff do recommend that this application be considered for funding locally alongside the other applications received for the Lyttelton/Mt Herbert Strengthening Communities Fund.

Comments and notes: (for elected member use)

## 12. APPLICATION FOR BOARD'S DISCRETIONARY RESPONSE FUND

<b>General Manager responsible:</b>	General Manager Community Services Group, DDI: 941-8607
<b>Officer responsible:</b>	Unit Manager Community Support Unit
<b>Author:</b>	Philipa Hay Community Development Adviser

### PURPOSE OF REPORT

1. The purpose of this report is to present a matrix detailing seven requests for funding totalling \$11,295 from seven community groups to the Lyttelton Mount Herbert Community Board from its 2008/2009 Discretionary Response Fund.
2. The requests are from :
  - Diamond Harbour and Districts Historical Association Incorporated for \$410 towards the cost of storage of the Bundy Collection.
  - Diamond Harbour Community Early Childhood Centre Incorporated for \$285 towards the cost of administration/website hosting and PO Box fee.
  - Lyttelton Community House Trust for \$600 towards the cost of the Matariki Celebration.
  - Lyttelton Harbour Basin Youth Council Incorporated for \$2,400 towards Youth Centre Manager salary costs.
  - Lyttelton Historical Museum Society Incorporated for \$500 towards the cost of Security Upgrade and Maintenance.
  - Mt Herbert (Diamond Harbour) Under 20 Trust for \$3,600 towards the cost of the Autumn Music Academy.
  - Royal New Zealand Plunket Society Ferrymead Branch Incorporated Lyttelton Sub-Branch for \$3,500 towards the cost of Lyttelton Plunket rooms electrical upgrade.
3. There is currently a balance of \$9,442 remaining in the Board's Discretionary Response Fund.

### EXECUTIVE SUMMARY

4. Of the seven groups requesting funding, four are from Lyttelton and three from Diamond Harbour.
5. The requests range in size from a few hundred dollars to two requests of over \$3,000, and range in purpose from purchase costs of equipment to event and salary costs. The requests fall into a range of categories and sectors – arts, heritage, events, community development, youth and early childhood. There is also a range of older and new groups.
6. The Lyttelton Historic Museum Trust and the Diamond Harbour and Districts Historical Association Incorporated have not previously requested or received funding from the Lyttelton Mount Herbert Community Board. All other groups have received funding. The former does however receive an annual grant for five years under the Memorandum of Understanding between the Banks Peninsula District Council and the Christchurch City Council (2006), as does the Lyttelton Harbour Basin Youth Council.

### FINANCIAL IMPLICATIONS

7. Please see the **attached** matrix for information relating to each project.

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

8. Yes.

### LEGAL CONSIDERATIONS

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

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

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

## 12. Cont'd

### ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

10. Aligns 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. Yes, page 170.

### ALIGNMENT WITH STRATEGIES

12. These applications meet the Council Community Grants Funding Outcomes as detailed on the attached Matrix.

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

14. Strengthening Communities Strategy.

### CONSULTATION FULFILMENT

15. Not applicable.

### STAFF RECOMMENDATION

It is recommended that the Lyttelton Mount Herbert Community Board agrees to grant from its 2008/2009 Discretionary Response funding:

- \$410 to the Diamond Harbour and Districts Historical Association Incorporated towards the cost of storage of the Bundy Collection project.
- \$285 to the Diamond Harbour Community Early Childhood Centre Incorporated towards the cost of administration/website hosting and PO Box fee.
- \$600 to the Lyttelton Community House Trust towards the cost of the Matariki Celebration.
- \$1,800 to the Lyttelton Harbour Basin Youth Council Incorporated towards the Youth Centre Manager salary costs.
- \$500 to the Lyttelton Historical Museum Society Incorporated towards the cost of Security Upgrade and Maintenance project.
- \$2,847 to the Mt Herbert (Diamond Harbour) Under 20 Trust towards the cost of the Autumn Music Academy.
- \$3,000 to the Royal New Zealand Plunket Society Ferrymead Branch Incorporated Lyttelton Sub-Branch towards the cost of Lyttelton Plunket rooms Electrical Upgrade.

## STRENGTHENING COMMUNITIES FUND DECISION MATRIX

**Priority Rating**

- 1 Meets all eligibility and criteria and contributes significantly to Funding Outcomes and Priorities - Highly recommended for funding.  
 2 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities - Recommended for funding.  
 3 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities to a lesser extent than Priority 2 - Not recommended for funding.  
 4 Meets all eligibility and criteria and has minimum contribution to Funding Outcomes and Priorities and/or other funding sources more appropriate - Not recommended for funding.

Index Number	Organisation Name	Project Name and Description	Amount Requested	Total Project Cost	Amount Recomed	Other Source of Funding	CCC Funding History	Staff Recommendation	Priority
1	Diamond Harbour and Districts Historical Association Incorporated	<p>Bundy Collection - storage of collection.</p> <p>This project - The Association was given five cartons of photos of houses in the Diamond Harbour area relating to the last quarter of the 20th Century. An archivist recognised these as being a valuable resource for future generations. Lotteries funding was secured to mount these, individually encapsulate them in plastic pockets and store in archival boxes of which there are 20. The funding requested is for a cabinet to store the boxes.</p> <p>Project costs:            - Storage Cabinet (\$370)            - Freight to Diamond Harbour (\$40)</p> <p>No voluntary hours were recorded for this project as archiving required professional services.</p>	\$410	\$11,657	\$410	Lotteries \$11,247 for mounting and storage boxes	Nil	That the Lyttelton Mt Herbert Community Board makes a grant of \$410 to the Diamond Harbour and Districts Historical Association Incorporated towards the purchase of a storage cabinet and freight costs.	2

**Alignment with Council Community Funding Outcomes:**

- Enhancing the culture, heritage and identity of Banks Peninsula communities through its built, natural and working environments

**Alignment with Council Strategies:**

- Strengthening Communities Strategy
- Arts and the Natural and Built Environment

**Staff comments including evidence of need:**

The Diamond Harbour and Districts Historical Association Incorporated was incorporated in 1993. their aim is to create, cultivate and foster an interest in history; collect, research and preserve items of historical interest; to search for, proclaim and research sites, buildings and places of historical interest within the district, and to arrange a programme of meetings and excursions for its members.

The total operating cost of this organisation is approximately \$1,000 per year. They currently have \$900 in the bank and this will cover running costs, and some is earmarked for conservation of archival material etc. Income is from subscriptions and the occasional donation.

**Comments and notes:** (for Elected Member use)



## STRENGTHENING COMMUNITIES FUND DECISION MATRIX

**Priority Rating**

- 1 Meets all eligibility and criteria and contributes significantly to Funding Outcomes and Priorities - Highly recommended for funding.  
 2 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities - Recommended for funding.  
 3 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities to a lesser extent than Priority 2 - Not recommended for funding.  
 4 Meets all eligibility and criteria and has minimum contribution to Funding Outcomes and Priorities and/or other funding sources more appropriate - Not recommended for funding.

Index Number	Organisation Name	Project Name and Description	Amount Requested	Total Project Cost	Amount Recomed	Other Source of Funding	CCC Funding History	Staff Recommendation	Priority
2	Diamond Harbour Community Early Childhood Centre Incorporated	<p>This project - The Diamond Harbour Community Early Childhood Centre members wish to hire a post office box (\$135) and website (\$150) for the year. This will enable the group to continue to communicate with residents, especially with those who will be interested in the service when it eventuates, and maintain a visible presence in Diamond Harbour and the surrounding bays whilst they are awaiting a physical address.</p> <p>Project costs:            - Admin/website (\$150)            - Freight to Diamond Harbour (\$135)</p>	\$285	\$285	\$285	They are not seeking funding for this project from any other organisation.	2008/09 - \$2500 (Quantity Survey) 2008/09 - \$198 (portable storage boxes for files) 2006/07 - \$1500 (Administration expenses)	That the Lyttelton Mt Herbert Community Board makes a grant of \$285 to the Diamond Harbour Community Early Childhood Centre Incorporated towards Administration and website hosting and PO Box fee.	2

**Alignment with board objectives and council strategies:**

## Board Objectives

- Recognising the need to retain and enhance core community services to Banks Peninsula Communities.

## Council Strategies

- Strengthening Communities Strategy

**Staff comments including evidence of need:**

A needs analysis was undertaken (with Community Development funding) several years ago which established clearly the need for a comprehensive pre-school service (49 families). The Community Board has since registered its support of this project in the long term.

**Comments and notes:** (for Elected Member use)

## STRENGTHENING COMMUNITIES FUND DECISION MATRIX

### Priority Rating

- 1 Meets all eligibility and criteria and contributes significantly to Funding Outcomes and Priorities - Highly recommended for funding.  
 2 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities - Recommended for funding.  
 3 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities to a lesser extent than Priority 2 - Not recommended for funding.  
 4 Meets all eligibility and criteria and has minimum contribution to Funding Outcomes and Priorities and/or other funding sources more appropriate - Not recommended for funding.

Index Number	Organisation Name	Project Name and Description	Amount Requested	Total Project Cost	Amount Recomed	Other Source of Funding	CCC Funding History	Staff Recommendation	Priority
3	Lyttelton Community House Trust	<p>Matariki Celebration.</p> <p>Project costs:            - Hospitality/Hangi (\$200)            - Kites (\$20)            - Advertising (\$280)            - Colouring competitions (\$100)</p> <p>Voluntary hours for this project – 100</p>	\$600	\$600	\$600	<p>Current funding applications with other funding bodies:</p> <ul style="list-style-type: none"> <li>• Community Trust - \$20 000</li> <li>• Lotteries - \$5000 (projects)</li> <li>• Pub Charity - pending</li> <li>• Mazda Foundation - pending</li> <li>• Southern Trust - pending</li> </ul>	2008/09 - \$3000 (set up costs, rent)	That the Lyttelton Mt Herbert Community Board makes a grant of \$600 to the Lyttelton Community House Trust towards costs for the Matariki celebrations in June.	2

### Alignment with board objectives and council strategies:

#### Board Objectives

- Promoting the participation of Banks Peninsula residents in recreation and cultural events/programmes.

#### Council Strategies

- Strengthening Communities Strategy
- Safety Strategy

### Staff comments including evidence of need:

About the group - This Trust was incorporated as a Charitable Trust on 23 September 2008. The purpose of the trust is to provide a community house accessible to all members of the communities of Lyttelton and the harbour basin. They aim to undertake a range of community services and initiatives, offering social, economic and education support particularly for community members on low incomes; employing and/or contracting staff to facilitate these initiatives. There are no similar projects in the Lyttelton Mt Herbert area. However, it is expected that this initiative will complement those of other groups as there is close liaison, and continuing dialogue. The community house will operate from the same premises as the Lyttelton Youth Centre, but opening times will be different.

The need for this project - Matariki is Maori New Year and is celebrated in early June when the constellation Matariki (Pleiades) reappears above the horizon. It is an event which is re-emerging as a significant part of Maori culture and is celebrated around the country, with upwards of 3000 people attending some events. Last year this celebration was organised successfully under the auspices of the Sumner Redcliffs Lyttelton Union Parish in partnership with the Lyttelton Harbour Basin Youth Centre, Lyttelton West Primary School and local Maori from Rapaki. It was a very well attended celebration (about 60), with Lyttelton West School's Kapahaka group performing, youth from the youth centre helping prepare for the occasion, and a significant voluntary support from members of the community. The children enjoyed the opportunity to fly kites in the back yard despite the snow. This year it is envisaged that it will run on the Saturday evening nearest the actual date of Matariki in early June. It will feature speeches by local Maori, a kapahaka performance, kite flying and a hangi. Lyttelton Community House has made the commitment to run this event which will be facilitated by its staff.

The total operating cost of this organisation is approximately \$57,000 per year. They currently have \$19,676.72 in the bank of which \$4,676.722 is tagged for specific purposes.

### Comments and notes: (for Elected Member use)



## STRENGTHENING COMMUNITIES FUND DECISION MATRIX

### Priority Rating

- 1 Meets all eligibility and criteria and contributes significantly to Funding Outcomes and Priorities - Highly recommended for funding.  
 2 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities - Recommended for funding.  
 3 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities to a lesser extent than Priority 2 - Not recommended for funding.  
 4 Meets all eligibility and criteria and has minimum contribution to Funding Outcomes and Priorities and/or other funding sources more appropriate - Not recommended for funding.

Index Number	Organisation Name	Project Name and Description	Amount Requested	Total Project Cost	Amount Recomed	Other Source of Funding	CCC Funding History	Staff Recommendation	Priority
4	Lyttelton Harbour Basin Youth Council Incorporated	<p>LHBY Centre - Manager</p> <p>Project costs: - 8 weeks @ \$300 gross/week</p> <p>This application is for 8 weeks salary (only six is eligible) - for May and June.</p> <p>Voluntary hours for this project - 150</p>	\$2,400	\$15,600	\$1,800	<p>They currently have the following funding applications for this project with other funding bodies:</p> <ul style="list-style-type: none"> <li>• Southern Trust - \$6,000 (pending)</li> <li>• Lion Foundation - \$6,000 (pending)</li> </ul>	<p>2008/09 - \$1,200 (Skate park project)</p> <p>2008/09 - \$7,950 (Operational expenses)</p> <p>2008/09 - \$2156 (Youth Leadership training, support)</p> <p>2008/09 - \$5,223 (Youth Camp and workshops)</p> <p>2007/08 - \$2190 (Hanmer Youth Camp)</p> <p>2007/08 - \$7,725 (Operational expenses)</p> <p>2006/07 - \$7,500 (Operational expenses)</p> <p>2006/07 - \$1970 (Wainui Youth Camp)</p>	That the Lyttelton Mt Herbert Community Board makes a grant of \$1,800 to the Lyttelton Harbour Basin Youth Council Incorporated towards the salary of the centre manager	1

### Alignment with board objectives and council strategies:

#### Board Objectives

- Nil

#### Council Strategies

- Strengthening Communities Strategy
- Safety Strategy
- Youth Strategy 1998

### Staff comments including evidence of need:

The LHBYC provides a number of activities supporting the development of life and leadership skills. These help develop and promote the capacity and sustainability of our community by supporting our youth and through them their parents. The various on-going programmes are designed to support the transition into adulthood while the young people are particularly vulnerable, which will enable them to become effective community members and future leaders. The Youth Council is locally run and is a response to local need with effective local solutions. It has been in existence since 1996.

Evidence of need - Dr Lisa Fitzgerald in both her PhD thesis on Lyttelton Youth and a further research document 'Future Generation Lyttelton: Youth Report 2005' identified the difficulties our youth experienced in successfully transitioning to high school in Christchurch, the large number leaving school at Year 11, and the youth suicides experienced in this community - in part due to limited experience many of them had of activities outside their home community. A key recommendation was that the LHBYC provides a range of opportunities that take young people outside the community enabling them to develop resilience and flexibility assisting them to transition better.

This project - As part of the rebuilding of the Youth Centre, the Youth Council Committee felt that a Manager at the centre would help to strengthen their service. At the time they had not secured funding for this particular position, however, they did have funding which could contribute to the salary for this position for 20 weeks, before more funding was required. The position was filled in September 2008. Funding which had been sought for salaries from Lotteries was only partially successful, and there is a subsequent gap in funding until the further applications are decided. Since September, the Youth Council reports that the Manager has once again brought a deep stability to their operation. Her presence and hard work allows the youth workers and youth to enjoy a safer and healthier environment, and she is building strong community ties and encouraging many local residents to give time and resources back into the centre. Her role is considered critical to the ongoing development of youth services in Lyttelton and the Harbour Basin.

The total operating cost of this organisation is approximately \$84,600 per year. The cost of this project is \$15,600. Funds in hand total \$21,122 at the end of March, and most of this is contingency for salaries or tagged for specific projects.

Risk – There is no risk regarding the use of funds received, however there is risk to this position if future funding is not secured.

### Comments and notes: (for Elected Member use)

## STRENGTHENING COMMUNITIES FUND DECISION MATRIX

### Priority Rating

- 1 Meets all eligibility and criteria and contributes significantly to Funding Outcomes and Priorities - Highly recommended for funding.  
 2 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities - Recommended for funding.  
 3 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities to a lesser extent than Priority 2 - Not recommended for funding.  
 4 Meets all eligibility and criteria and has minimum contribution to Funding Outcomes and Priorities and/or other funding sources more appropriate - Not recommended for funding.

Index Number	Organisation Name	Project Name and Description	Amount Requested	Total Project Cost	Amount Recomed	Other Source of Funding	CCC Funding History	Staff Recommendation	Priority
5	Lyttelton Historical Museum Society Incorporated	<p>Upgrade Security and Maintenance</p> <p>The request is for materials for the maintenance portion of this project.</p> <p>Project costs:            - Cleaning materials (\$50)            - Paint for Antarctic Gallery (\$354.84)            - Paint Ladies restroom (99.88)</p> <p>The work will be carried out by the volunteers. They estimate their contribution to be in excess of twenty-six hours.</p> <p>The total cost of this project including the security upgrade is \$15,600.</p>	\$500	\$504.72	\$500		2008/09 - \$5000 (running costs – admin/maintenance) 2007/08 - \$5000 (running costs – admin/maintenance) 2006/07 - \$5000 (running costs – admin/maintenance)	That the Lyttelton Mt Herbert Community Board makes a grant of \$500 to the Lyttelton Historical Museum Society Incorporated towards materials for the painting/papering of the Antarctic Gallery.	2

### Alignment with board objectives and council strategies:

#### Board objectives

- Enhancing the culture, heritage and identity of Banks Peninsula communities through its built, natural and working environments

#### Council Strategies

- Strengthening Communities Strategy

### Staff comments including evidence of need:

The Lyttelton Historical Museum Society is an incorporated society and has operated for 50 years. This group has twenty-eight volunteers and no paid staff. Their voluntary contribution averages over eighteen hours per week. They manage the Lyttelton Historical Museum acting as caretakers of artefacts and history of early Lyttelton and they provide information for school group studies and give talks on the arrival of early immigrants which, at times is required outside the usual visiting hours. They have an average of over seventy visitors per week.

This project - The display cabinets in the Antarctic Gallery are being upgraded to a more secure model which will ensure long term better security for the valuable exhibits entrusted to the museum. The exhibits will be moved for conservation during this time with Canterbury Museum undertaking this task. The members wish to take the opportunity while the Gallery is closed for this project to prepare and repaint/paper the Gallery. There has been weather damage to wallpaper due to previously leaking windows. CCC made repairs and fixed a new wall in the ladies' toilet last year but this has not yet been painted and the new cabinets are of a different size from the previous ones. The Museum building is leased from the CCC. This grant request is for the materials for preparation, repaint and papering.

The total operating cost of this organisation is approximately \$11,000 per year.

They currently have about \$76,000 in the bank - the interest of which provides half a year's running costs, and about \$6,000 is tagged for specific projects.

Canterbury Museum will undertake the conservation work required on exhibits.

### Comments and notes: (for Elected Member use)

## STRENGTHENING COMMUNITIES FUND DECISION MATRIX

### Priority Rating

- 1 Meets all eligibility and criteria and contributes significantly to Funding Outcomes and Priorities - Highly recommended for funding.  
 2 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities - Recommended for funding.  
 3 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities to a lesser extent than Priority 2 - Not recommended for funding.  
 4 Meets all eligibility and criteria and has minimum contribution to Funding Outcomes and Priorities and/or other funding sources more appropriate - Not recommended for funding.

Index Number	Organisation Name	Project Name and Description	Amount Requested	Total Project Cost	Amount Recomed	Other Source of Funding	CCC Funding History	Staff Recommendation	Priority
6	Mt Herbert (Diamond Harbour) Under 20 Trust	Autumn Music Academy.  Project costs sought in this application:: - Musical director - (\$2,200) - Junior Tutors (\$1,200) - Materials (\$200)  Full project costs: - Musical director - (\$2,200) - Junior Tutors (\$1,500) - Hall costs (\$200) - Advertising (100) - Materials (\$400)  Volunteer hours - 55  This application is for 8 weeks of sessions.	\$3,600	\$4,500	\$2,847	This group's contribution towards this project will come from: <ul style="list-style-type: none"> <li>• Donated materials (\$200 worth)</li> <li>• User fees/registration/koha (\$400)</li> <li>• Funds on hand (\$500)</li> </ul> Possible further sponsorship (\$200)	2008/09 - \$15,000 (youth worker wages) 2007/08 - \$400 (Printer/scanner/copier/fax)	That the Lyttelton Mt Herbert Community Board makes a grant of \$2,847 to the Mt Herbert Under 20 Trust towards their Music Academy costs.	2

### Alignment with board objectives and council strategies:

#### Boards objectives

- Enhancing the culture, heritage and identity of Banks Peninsula communities through its built, natural and working environments
- Promoting the participation of Banks Peninsula residents in recreation and cultural events/programmes.

#### Council strategies

- Strengthening Communities Strategy
- Youth Strategy 1998
- Arts Policy and Strategy

### Staff comments including evidence of need:

The Mt Herbert Under 20 Trust was established in November 2007 with the aim of strengthening the local community (the south side of the harbour) by working with young people (90), those at school (120) and their families of all culture and ethnic groups irrespective of physical ability/disability or social ability. At that time, there was no regular meeting place or activities locally for young people, and there had been an increase in nuisance crime and anti social behaviours. The Under 20 Trust has been providing regular meetings and activities such as internet cafe since. Some activities such as the senior net have provided opportunities for cross- and inter- generational collaboration.

Need/community connectedness - As a result of 3 musical 'Jammin' nights this year involving over 60 individuals from 6-80 years of age, it is clear that there is considerable music interest in the community and the intergenerational opportunities are demonstrably benefitting the community evidenced by the 'Jammin' nights, repeat requests for the youth to provide more car washes, the lawn bowling invitation being repeated and the croquet club youth social day due to happen shortly.

This project - 8 weeks of musical tuition - theory and practical (2 days of 2 hours per week). All ages will be welcome, with an emphasis on young people (8-18 years) including giving young musicians experience of formal tutoring. 4 or 5 tutors will teach in a range of disciplines - beginner piano, mixed level classical guitar, electric guitar, conga drums, vocal.

This group has a balance of about \$9,800, most of which is tagged for youth worker salary.

Risk - The scope of this project will be in part dependent on funding received.

**Comments and notes:** (for Elected Member use)

## STRENGTHENING COMMUNITIES FUND DECISION MATRIX

### Priority Rating

- 1 Meets all eligibility and criteria and contributes significantly to Funding Outcomes and Priorities - Highly recommended for funding.  
 2 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities - Recommended for funding.  
 3 Meets all eligibility and criteria and contributes to Funding Outcomes and Priorities to a lesser extent than Priority 2 - Not recommended for funding.  
 4 Meets all eligibility and criteria and has minimum contribution to Funding Outcomes and Priorities and/or other funding sources more appropriate - Not recommended for funding.

Index Number	Organisation Name	Project Name and Description	Amount Requested	Total Project Cost	Amount Recomed	Other Source of Funding	CCC Funding History	Staff Recommendation	Priority
7	Royal New Zealand Plunket Society Ferrymead Branch Incorporated Lyttelton Sub-Branch	Lyttelton Plunket rooms electrical upgrade.  Project costs ( totalling \$3,500) - Installation of four ceiling heaters and timers - Removal of fan heaters, replace with plugs - Install two plugs below distribution board - Replace distribution board and upgrade to circuit breakers	\$3,500	\$3,500	\$3,000	They currently have about \$3,400 in the bank.  They received the following funding for the heaters: Community Trust - \$2,600	2008/09 - \$2,000 (Database installation) 2007/08 - \$3,237.98 (Softfall around playfort) 2007/08 - \$1,532 (Toy library conference) 2005/06 - \$800 (Training)	That the Lyttelton Mt Herbert Community Board makes a grant of \$3,000 to the Royal New Zealand Plunket Society Ferrymead Branch Inc. Lyttelton sub-branch towards the Lyttelton Plunket Rooms electrical upgrade and heater installation.	2

### Alignment with board objectives and council strategies:

#### Board Objectives

- Recognising the need to retain and enhance core community services to Banks Peninsula Communities.

#### Council Strategies

- Strengthening Communities Strategy
- Safety Strategy

### Staff comments including evidence of need:

The Lyttelton Plunket has been operating since 1921. They have had a strong presence in Lyttelton during that time. Various activities including two playgroup sessions per week and parent education are held regularly. The Toy library was established over a decade and has served the preschool community providing a wide variety of safe toys, big and small, for a modest yearly membership fee, working with approximately 80 families per week.

This project - The Lyttelton Plunket was successful in receiving a grant worth \$2,600 for ceiling mounted radiant heaters and thermostats to provide safe and reliable heating for the families attending activities at the rooms. This request is to install these professionally and upgrade/remove other heaters etc.

### Comments and notes: (for Elected Member use)

### 13. BRIEFINGS

Nil.

### 14. COMMUNITY BOARD ADVISER'S UPDATE



#### 14.1 SUBMISSION TO CHRISTCHURCH CITY COUNCIL LTCCP 2009/19

**Attached** is a copy of the Boards submission to the 2009/19 LTCCP. A copy of the final submission was circulated to Board members via email for approval before being submitted on 16 April.

It is recommended that the Board adopt the submission to the 2009/19 LTCCP.

#### 14.2 JOINT SUBMISSION TO ENVIRONMENT CANTERBURY LTCCP 2009/19

**Attached** is a copy of the joint submission to the Environment Canterbury 2009/19 LTCCP from the Lyttelton/Mt Herbert Community Board and the Akaroa-Wairewa Community Board. A copy of the final submission was circulated to members from both Boards via email for approval before being submitted on 28 April.


It is recommended that the Board adopt the submission to the 2009/19 Environment Canterbury LTCCP.

#### 14.3 COMMUNITY FACILITIES NETWORK VISION – BANKS PENINSULA CONSULTATION

The Draft Community Facilities Network Vision (Banks Peninsula Consultation) is open for submission until 22 May 2009. A copy of the draft has previously been circulated to Board members. A copy of the summary sheet is **attached**. The Board may wish to make a submission on this issue.

#### 14.4 BOARD FUNDING BALANCES

A copy of the Board's funding balances as at 30 April 2009 is **attached** for members' information.

<b>Submission to: Long-Term Council Community Plan 2009-19</b>	
HEARING	
✓ I wish to discuss the main points of the written submission at the hearings.	
Are you completing this submission:	✓ On behalf of a group or organisation
The organisation represents:	The Lyttelton Mt Herbert community
From:	<b>Lyttelton Mt Herbert Community Board</b> Board Chairperson:- Paula Smith
Contact:	Liz Carter Community Board Adviser
Address:	C/- Akaroa Service Centre 78 Rue Lavaud Akaroa
Phone:	941-5682 027-281-4835
Email:	<a href="mailto:liz.carter@ccc.govt.nz">liz.carter@ccc.govt.nz</a>
Signature:	 Date: 16 April 2009

The Lyttelton Mt Herbert community has benefited hugely from its merger with Christchurch city. Our Board has been impressed by the enthusiasm with which greater Christchurch has welcomed us. The ongoing process of mutual learning, as we get to know each other, has mostly gone well. Council decisions have validated the view in our community that common metropolitan concerns and a respect for local identity are entirely compatible.

In our submission on your draft long term plan we wish to express our support for nine projects, some of which are wholly or partially funded in the draft LTCCP, and some of which are not currently funded. These are:

- Re-routing of heavy traffic off Norwich, Simeon and Godley Quays in Lyttelton
- A comprehensive development plan for Lyttelton township
- Diamond Harbour ferry and bus facilities at Lyttelton
- Improvements to the water supply to Rapaki
- Extension of water and sewage to Charteris Bay
- Increased monitoring of subdivision conditions by City Council staff
- A long-term plan for development of a coastal walkway around Lyttelton Harbour from Godley Head to Adderley Head
- Inner harbour road footpaths, particularly at Church Bay
- A management plan for roadside vegetation around the harbour

## 1. Lyttelton Roding Infrastructure

Lyttelton Mt Herbert Community Board has previously made submissions on the importance of resolving traffic issues in Lyttelton.

The removal of port-bound traffic from the town's streets is a precondition for the revival of Lyttelton's long-declining town centre. Norwich Quay, Canterbury's original main street, is lined with heritage buildings each valuable in its own right, and collectively significant as a precinct. Yet Lyttelton remains the only port in New Zealand which still allows industrial traffic to use historic village streets.

Lyttelton residents and businesses have waited years for this issue to be resolved and expectations are high. Since release of the draft LTCCP residents have already expressed concern to Community Board members that the project is to be delayed another three years, beyond the next Long Term Plan review. The Board holds the view that the community will accept the delay envisaged in the LTCCP in exchange for the opportunity it allows for coherent planning.

Attached is one proposed solution to Lyttelton roding and traffic issues. The Lyttelton Mt Herbert Community Board would support a roding design which includes the following features:

- The separation of port-bound traffic from local traffic.
- All heavy vehicles off Norwich Quay (except those needed for public transport links and to service local businesses).
- Port-bound vehicles passing to Cashin Quay at a level below the formed level of Norwich Quay, so that views out over the port to Lyttelton Harbour beyond are not compromised by passing container trucks.
- Retention and continued use of the existing rail line from the tunnel to Cashin Quay and Te Awaparahi Bay.
- Direct pedestrian access from the Diamond Harbour Ferry berth to facilities and businesses in Lyttelton town centre, including those on Norwich Quay.
- Traffic bound for the tank farm, industrial businesses, and boating facilities at the western end of the harbour re-directed off Godley Quay, logically to a new road which follows the disused railway line (see also below).
- Facilities and amenities which enhance the safety and experience of pedestrians, mobility scooters and cyclists using Norwich, Simeon and Godley Quays.

We are confident that with good design and co-operation between Christchurch City Council, Lyttelton Port Company and other landowners, replacement space could be found for port operations. Good design may also free up space for parking, presently in short supply. Parking shortages have compromised the town's visitor economy, on which its vitality depends.

It is the view of the Community Board that improved access to the western end of the inner harbour, Naval Point and Magazine Bay is just as important as improved access to the east. We are concerned that Capital Project 200 Lyttelton Port Access Road refers only to "a new access road to the Port to alleviate the problems on Norwich Quay".

Residents on Godley and Simeon Quays have long sought relief from heavy traffic. It seems likely this kind of traffic will only increase if the Lyttelton Port Company increases its operations in the tank farm area, if the western inner harbour returns to a vibrant and sustainable purpose, and if a marina development of some kind goes ahead at Naval Point.

Capital Project 181 Approaches to Magazine Bay refers to improving "the CCC owned road in the Lyttelton port area approaching Magazine Bay". Enquiries revealed that this refers to plans to modify the intersection of Godley Quay and Simeon Quay apparently to allow oil tankers to turn more safely. To us this seems short-sighted.

It is our view that a far better outcome would be for heavy vehicles bound for the western harbour to be re-routed off Godley Quay all together.

**Lyttelton Mt Herbert Community Board believes the two access road projects should be considered together.** Planning and design should be carried out in the context of all associated and interconnected infrastructure issues, including public transport networks.

## 2. Lyttelton Development Plan

We understand *“the current plan is to commence a scoping study during the next financial year (due to resourcing this may mean that work does not begin at the turn of the financial year). Following the scoping study [staff] will need to prioritise what needs to be done and it is likely that the initial focus will be on the Lyttelton township – it is expected that this stage could take around 18 months or so”*.

**Lyttelton Mt Herbert Community Board strongly supports the long-awaited Lyttelton Development Plan and we hope that it will be given priority when strategic planning work programmes are planned and budgets set this year.**

The Board is aware that there is an expectation from community groups around Lyttelton Harbour that the Lyttelton study was to have been a broader harbour basin-wide settlement study similar to that currently underway in Akaroa. While the Board accepts the initial focus should be on planning issues for Lyttelton itself, any plan for the future of the town of Lyttelton must take into account increasing social, economic, transport, water and wastewater links between Lyttelton and settlements on the south side of the harbour. We also believe environmental issues particularly the relationships between land use, landscape quality and the quality of water in Lyttelton Harbour are just as significant for people who live in Lyttelton as they are for others living the catchment.

## 3. Diamond Harbour Ferry and Bus Facilities

The Community Board was glad to learn from staff that Capital Project 178 Suburban Interchanges included funding for ferry and bus facilities in Lyttelton, and supports its inclusion in the LTCCP.

A Community Board appointed Ferry Access Community Advisory Group has been working to identify the best location for ferry/bus facilities and has made a recommendation to the joint Ecan/CCC/LPC staff Technical Working Group. However we recently learned that the Technical Working Group were unable to reach agreement about the location for the ferry berth, and new bus tenders will be let based on existing routes. So it now looks as if existing arrangements for ferry-bus links will continue for the next five years.

Currently facilities for visitors, commuters and residents using the Diamond Harbour ferry and charter boats at B jetty are unsatisfactory and inhospitable. **The Board asks for appropriate bus shelters and signage to be erected in the meantime.**

## 4. Improved Water Supply to Rapaki

**Lyttelton Mt Herbert Community Board supports the inclusion of currently unfunded Capital Project 322 Water Supply Rapaki Fire Flow Upgrade in the LTCCP, and the submission of Te Hapu o Ngati Wheke Rapaki Rununga which also seeks the reinstatement of this project.** We acknowledge this project is not required for legal reasons (to comply with national standards) but our view is that a reliable supply of drinking water for Rapaki must be higher priority than some other projects funded in the long term plan.

*“Council water supplies which meet customers’ reasonable needs”* is one of the four over-riding goals in the City’s draft Water Supply Strategy. Currently the Council’s supply does not always meet the reasonable needs of the Rapaki community.

This project (a new reservoir) was identified in the 2006 Memorandum of Understanding as fourth equal high priority because Rapaki’s source of potable water was unreliable and *“current provision has proved inadequate on occasions”* \$150,000 was allowed in the last Banks Peninsula District Council LTCCP for connection to main reticulation but as a deferred project, because a new reservoir, although more expensive (estimated cost at that time \$550,000) was considered a more viable option.

## 5. Extension of Water and Wastewater Reticulation to Charteris Bay

**Lyttelton Mt Herbert Community Board supports the Charteris Bay Residents Association submission to fund Capital Project 314 Wastewater Extension to Charteris Bay and Capital Project 320 Water Supply Extension to Charteris Bay .** For the wider community, the likelihood that untreated wastewater may be entering the Lyttelton Harbour from old, faulty, or poorly maintained septic tank systems is a particular concern.



## 6. Increased Monitoring of Subdivision Conditions by City Council Staff

Recent subdivision development at Black Point has highlighted apparent shortcomings in the Council's existing systems for monitoring work on subdivisions. As we understand it, instead of one Council officer overseeing subdivision development to ensure compliance with consent conditions (the old "clerk of works" role) responsibility now lies with the developer's consultant engineer to ensure compliance. This person certifies the work has been carried out as agreed in the consent documentation. Council officers make a check at the end of work before issuing the Section 224 certificate.

At Black Point it seemed a number of breaches of the subdivision consent conditions occurred as the work progressed. It appeared these were only addressed by Council staff at the insistence of members of the local community who were watching the development closely and who were familiar with the consent documents. In effect the members of the community provided the monitoring service.

Lyttelton Mt Herbert Community Board accepts the current "hands off" approach to subdivision monitoring may work satisfactorily on flat sites in Christchurch where the work is relatively straight-forward. But as we have seen this approach does not work so well where development occurs on less predictable hillside or coastal sites. **The Board asks that extra operational funding be allocated to enable regular monitoring of subdivision development in our community** so that emerging problems are identified early, and solutions are found which are consistent with the terms of the consent.

## 7. Head to Head Walkway

**Lyttelton Mt Herbert Community Board enthusiastically supports the inclusion of \$190,000 for design and development of a coastal walking track around Lyttelton Harbour** from Godley Head to Adderley Head. In the long term we expect the track to wind around the headlands and drop down to hidden beaches all around the Harbour. Quite a bit of the track exists and is already in public use, other parts can be developed as the opportunity arises on the ribbon of unformed legal roadway that exists at the waters edge in many places. It may be possible to add other sections as reserve contribution or environmental compensation when privately owned land is subdivided. At some point in the future Council may even consider strategic land purchases. To achieve this long term vision a cohesive and inspiring plan is needed, with a system to measure progress year by year.

## 8. Footpaths in Church Bay

With Church Bay water and wastewater reticulation completed, now is a good time to make progress on the need for urgent safety improvements for pedestrians using the main road, Marine Drive. Currently all traffic, including pedestrians, must share the carriageway which varies in width. Traffic volumes are highest at weekends and holidays which are also the times when most people are using the roadway for walking. Footpath of some kind is only needed on one side of the road (the seaward side) and may not need to include kerb and channel, however it does need to be accessible for wheelchairs, prams and mobility scooters. Some sections of footpath are already formed. **The Community Board asks that funding be found to complete a footpath on Marine Drive as it passes through Church Bay.**

We ask also that consideration be given to budget provision for similar footpaths at Purau, Charteris Bay and other settlements along the inner harbour road which were previously identified under the umbrella of the Lyttelton Inner Harbour Road Improvements Programme. This has now been absorbed into city-wide roading budgets and we would like to understand where these projects fit in the Council's on-going work programme and to know when the footpaths are likely to be constructed. Main road footpaths are seen as a significant safety issue in these communities and as traffic volumes continue to increase the need becomes increasingly urgent.

## 9. Vegetation Management Plan for Road Reserves

Last winter storm damage to Banks Peninsula roads cost over two million dollars to repair. Many road cuttings around the Lyttelton Harbour are un-vegetated even after many years and erode with every rain event. Large self-sown trees overhanging the carriageway contribute to the problem. **Lyttelton Mt Herbert Community Board asks that funding be found for an integrated plan for the systematic management of roadside vegetation** with strategic objectives of:

- maintaining and/or improving road user safety,
- reducing maintenance costs over the long term,
- achieving ecological benefits including reduced erosion,
- improved surface water quality, and
- improved harbour water quality,
- increasing the value of road reserve as ecological corridor,
- enhanced amenity and landscape values.

When considered in total, the area of road reserve in Lyttelton Harbour basin is probably as much as, or greater than, any other reserve in the sub-ward

Lyttelton Mt Herbert Community Board acknowledges the big commitment being made in our community. However we are conscious that local government boundaries have historically been arbitrary, and that our community has for decades lived with an investment deficit. It is now becoming possible for the region's economic, cultural and environmental wellbeing to be considered as a coherent whole.

## CONCLUSION

The Board thanks Council for the opportunity to make a submission to the LTCCP process.

Paula Smith  
Chairperson, Lyttelton Mt Herbert Community Board  
16 April 2009

## JOINT SUBMISSION TO ENVIRONMENT CANTERBURY LTCCP 2009/19

**LYTTELTON-MT HERBERT COMMUNITY BOARD  
and  
AKAROA-WAIREWA COMMUNITY BOARD**

Paula Smith  
**Chairperson**  
**Lyttelton-Mt Herbert**  
**Community Board**

Stewart Miller  
**Chairman**  
**Akaroa-Wairewa**  
**Community Board**

The Board Chairmen **wish to be heard** in support of this submission, in **Christchurch**.

Contact: Liz Carter  
Community Board Adviser

Address: Akaroa Service Centre  
78 Rue Lavaud  
AKAROA

Phone: 941-5682  
Mobile: 0272814835  
Email: liz.carter@ccc.govt.nz

Page No.	Your Submission: (State clearly whether you support or oppose specific points and give reasons)	Decisions you seek from Environment Canterbury, including any changes to levels of service:
21	<p><b>AIR QUALITY</b> <i>~Activities – Operations</i></p> <p>The Boards commend Environment Canterbury for its initiative in assisting people to move to cleaner forms of home heating, but believe this initiative should be broadened to include Banks Peninsula.</p> <p>Whilst the air quality is not an extreme issue on Banks Peninsula, energy efficiency is important to all areas, and the social well being that can result from better insulated/heated homes affects all Canterbury residents.</p>	<p>The Clean Heat Project would be extended to cover Banks Peninsula.</p>
28	<p><b>COASTAL ENVIRONMENT</b> <i>~ Pressure on the coastal environment</i></p> <p>Changes in the coastal environment are impacting on areas of Banks Peninsula where water courses and stormwater swales are being compromised which may result in flooding in times of heavy rain and/or higher than average tides due to climate change.</p> <p>The Akaroa-Wairewa Community Board believes that Environment Canterbury should be addressing this issue now while there is still time for effective planning of control measures and maintenance works.</p> <p>An example of this is a stormwater swale at Le Bons Bay where sand is continually washed into the swale which compromises its effectiveness as a land water drainage system. In an extreme weather event this may very well contribute to flooding of the beach settlement in Le Bons Bay.</p>	<p>Funding will be provided for investigation and implementation of control measures to maintain coastal drainage systems.</p>

<p>31</p>	<p><b>COASTAL ENVIRONMENT</b>  <b>~ Support coastcare groups</b></p> <p>Both Community Boards support continued funding and staff support for the Akaroa and Lyttelton/ Whakaraupo Harbour Issues Groups. These groups play an important role in our communities by providing a forum for exchange of information between the various agencies, businesses, groups and individuals involved in the ecological health of the two Harbours.</p> <p>Over the ten years of their existence the Harbour Issues Groups have co-ordinated research and gathered evidence to provide a better overall understanding of the way Lyttelton and Akaroa Harbour's ecosystems work. The growing body of research often supports local knowledge and anecdotal evidence that the ecology of the Harbours have changed over time primarily as the result of changing land use in the surrounding catchment.</p>	<p>That Ecan continue to support the Lyttelton/Whakaraupo Harbour Issues Group and the Akaroa Harbour Issues Working Party..</p>
<p>33</p>	<p><b>COASTAL ENVIRONMENT</b>  <b>~ Improving water quality at swimming beaches</b></p> <p>Measure – the percentage of monitored swimming beaches that are suitable for contact recreation, all or most of the time.</p> <p>Reportedly the measure for swimming beaches is less than the measure for shellfish gathering. The Boards believe that the measure for swimming beaches should be on a par with that of the level for shellfish gathering.</p> <p>Lyttelton Mt Herbert Community Board supports the continued monitoring of water quality at swimming beaches in Lyttelton Harbour. However we consider that more sites, including some in Port Levy (where there is currently no water quality monitoring) should be routinely monitored to provide ongoing reassurance to the community that our coastal waters are safe for shellfish gathering.</p>	<p>The measure for swimming beach compliance will be increased to that of shellfish gathering.</p> <p>That Ecan increase the level of service for coastal water quality monitoring to increase the number of sites monitored against the standard for shellfish gathering, and that at least one site in the Port Levy catchment be included in the survey.</p>
<p>82</p>	<p><b>PESTS AND BIODIVERSITY</b>  <b>~ Environment Enhancement Fund</b></p> <p>Support Indigenous Biodiversity through the Environment Enhancement Fund. The Boards propose that the allocation per project be increased to at least \$15,000. With the increasing commitment by landowners to fence and protect indigenous vegetation and the inherent difficulties of fencing hill and high country increased funding should be allocated. The fencing of some of these areas is proving to be a challenge and in many cases on Banks Peninsula through very rocky steep country requiring very skilled experienced fencers.</p> <p>The cost of administering the scheme should be designed with flexibility in mind. If other organisations (such as the QEII Trust or the Banks Peninsula Conservation Trust) have already carried out work in relation to a proposal, then that resource should be utilised rather than Ecan staff having to do a whole new evaluation.</p>	<p>Funding in the LTCCP would be increased in line with this submission.</p>

<p>82 - 85</p>	<p><b>PESTS AND BIODIVERSITY</b>  ~ <i>Possum Control</i>  ~ <i>Pest Management Liaison Committees</i></p> <p>Lyttelton Mt Herbert Community Board supports ECan's continued support for the Banks Peninsula Pest Management Liaison Committee, in particular this season's Community Initiated Area possum control programme in our part of the ward.</p> <p>The Community Board is aware that possum control is also needed in the small settlements on the south side of Lyttelton Harbour (Charteris Bay, Church Bay, Diamond Harbour, Purau) which abut the rural land where the control programme is to be carried out. The Board provides financial support to a local community group "Birdsafe Whakaraupo" which provides traps on loan to local residents in an effort to reduce possum numbers in the built up areas.</p> <p>We are concerned however about the absence of provision for possum control on rural land on the Lyttelton Harbour side of the Port Hills.</p> <p>There are a number of community groups who are working hard on biodiversity projects along this side of the Harbour, including the Urumau and Whakaraupo Reserve Management Committee which manages an extensive area of reserve land around Lyttelton, Cass Bay Residents Association reserve subcommittee, Rapaki Runanga who are seeking to restore native vegetation to encourage recolonisation by kereru, and the Governors Bay Landcare Group. It is our view that the work of these voluntary groups needs to be supported by an Ecan funded possum control programme.</p> <p>As far as we know the Selwyn Pest Management Liaison Committee which is responsible for the area has no plans to initiate possum control on this part of our ward. As we see it there is a gap in possum control which will effectively reduce the effectiveness of the programmes happening in adjacent areas where money <b>is</b> being spent. The absence of a co-ordinated approach to possum control for the whole area highlights the problem with the arbitrary boundary between the Selwyn and Banks Peninsula Pest Management Liaison Committees. We made a submission on this issue at the time of your last Annual Plan.</p> <p>Both Boards are aware that the Regional Pest Management Strategy is due for its five year review and would like an opportunity to submit on a number of issues relating to that, including the establishment of a Christchurch Pest Liaison District and the inclusion of the whole Banks Peninsula Ward within the Banks Peninsula Pest Liaison District. (Currently part of the Banks Peninsula Ward is within the Selwyn Pest Liaison District)</p> <p>The Boards wish to submit that additional funding be provided to review how the Pest Liaison Committees should function and how they are structured.</p>	<p>That funding be retained for the Community Initiated Programme for Possum Control in Eastern Banks Peninsula and for other pest management work in the Lyttelton Harbour basin and Port Levy.</p> <p>That funding be provided in the LTCCP for a review of the structures and function of the Pest Management Liaison Committees.</p> <p>That Community Boards be consulted and have an opportunity to submit when the Regional Pest Management Strategy is reviewed.</p>
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89	<p><b>PUBLIC PASSENGER TRANSPORT</b> ~ <i>Investigations</i></p> <p>The Akaroa-Wairewa Community Board requests that an investigation be carried out into the need and feasibility of a passenger service between Little River and Christchurch.</p> <p>A study undertaken by the Ministry of Social Development has shown there are social needs in the Little River/Birdlings Flat community. A public passenger service would greatly assist the low decile population in this area.</p>	<p>A needs analysis into a public passenger service between Little River and Christchurch would be undertaken with a recommendation on whether a service should be instigated.</p>
95	<p><b>PUBLIC PASSENGER TRANSPORT</b> ~ <i>Rating for public transport</i></p> <p>Lyttelton Mt Herbert Community Board supports the proposal to include Lyttelton and Diamond Harbour in the Christchurch rating area for public transport, and we also support the inclusion of Charteris Bay, Church Bay and Purau in the rating area. We support this proposal because it is equitable, recognizes the policy of consolidating existing centres as envisaged by the Urban Development Strategy, and will encourage the use of public transport in our area.</p> <p>The Board welcomes the proposed inclusion of Lyttelton harbour settlements within the greater ChCh rating district and support the extension of this zone to Purau and to Charteris Bay.</p> <p>Reason: This is equitable, recognises the policy of consolidating existing centres as envisaged by the UDS, and will encourage the use of public transport in the ward.</p>	<p>That the proposal included in the LTCCP be retained.</p>
114	<p><b>WATER QUALITY, QUANTITY AND ECOSYSTEMS</b> ~ <i>Monitoring</i></p> <p>The Boards submit that Banks Peninsula streams should be included in the monitoring for Year 2009/10 to 2011/12 to <i>Increase the surface water flow monitoring flow network to include more lowland streams, .....</i></p>	<p>Lowland streams on Banks Peninsula would be included in the monitoring flow network.</p>
116	<p><b>WATER QUALITY, QUANTITY AND ECOSYSTEMS</b> ~ <i>Monitoring</i></p> <p>Both Community Boards support the inclusion of Banks Peninsula in the Environmental Flow Review Programme.</p> <p>Community Boards would like to be included in the consultation phase due to begin this year.</p>	<p>That Ecan retain Banks Peninsula in its programme for Environmental Flow Review as tabled in the LTCCP and, that Lyttelton Mt Herbert and Akaroa/Wairewa Community Boards be included in the process.</p>
121	<p><b>WATER QUALITY, QUANTITY AND ECOSYSTEMS</b> ~ <i>Monitoring</i></p> <p>Both Community Boards support the proposal that freshwater consent holders should contribute to the cost of water investigations and monitoring because it is fairer that a portion of the costs of managing the resource should be borne by those who are the main users of the resource.</p>	<p>That Ecan retain the Water Management Cost Recovery Proposal as outlined in the LTCCP, appendix 5.</p>

## BANKS PENINSULA COMMUNITY FACILITIES - HAVE YOUR SAY

Community facilities fall into four categories which describe the size and type of facility:

- Metropolitan Facilities: meet diverse 'citywide' needs; serve communities of interest/give identity to city; are recognised as having regional or national significance.
- Suburban Facilities: serve suburban catchments (radii of 2km - 5km); attract users across multiple neighbourhoods; and accommodate a range of different activities.
- Neighbourhood Facilities: serve local / neighbourhood needs (radii of 1- 2km); generally facilities offer a limited range of activities.
- Rural Facilities: situated in a rural or isolated geographic community; typically accommodate a range of activities.

### Summary of features available at the Banks Peninsula Community Facilities ✓ = yes × = no

Facility	Facility Classification	Community Centre	Hall	Cottage	Heritage Status	Community Managed	Council Managed	Web link	Heating	Stage	Kitchen	Toilets	Showers	Bar Facility	Car Parking
Akaroa Sports Pavilion/ Play Centre	R		✓				✓		✓		✓	✓	✓		✓
Allandale Hall	R		✓			✓			✓	✓	✓	✓			✓
Diamond Harbour War Memorial Hall	R	✓	✓			✓			✓	✓	✓	✓			✓
Duvauchelle Community Centre	R		✓			✓			✓	✓	✓	✓			✓
Gaiety Hall	M		✓		✓		✓		✓	✓	✓	✓			✓
Governors Bay Hall	R	✓	✓			✓			✓		✓	✓			✓
Kaituna Hall	R		✓			✓			✓		✓	✓			✓
Le Bons Bay Community Hall	R		✓			✓			✓		✓	✓			✓
Little Akaloa Community Hall	R		✓			✓			✓		✓	✓			✓
Little River Community Centre	R	✓	✓			✓			✓		✓	✓			✓
Wainui Community Hall	R		✓			✓			✓		✓	✓			✓
Okains Bay Hall	R		✓		✓	✓			✓	✓	✓	✓			
Pigeon Bay Hall	R		✓			✓			✓	✓	✓	✓			
Port Levy Community Hall	R		✓			✓			✓	✓	✓	✓			

\* M and R refer to whether a facility is considered to be metropolitan or rural

### OTHER PROVIDERS

In addition to the Council owned facilities, there are a number of other community facilities owned and operated by public and private providers for public and private use. There are approximately 1200 such facilities across the entire city and approximately 16 within the Banks Peninsula area. Those that the Council knows of are identified on the map overleaf. A research study was completed in 2006/07 to assess who these providers are, what facilities they provide and what types of activities are delivered.

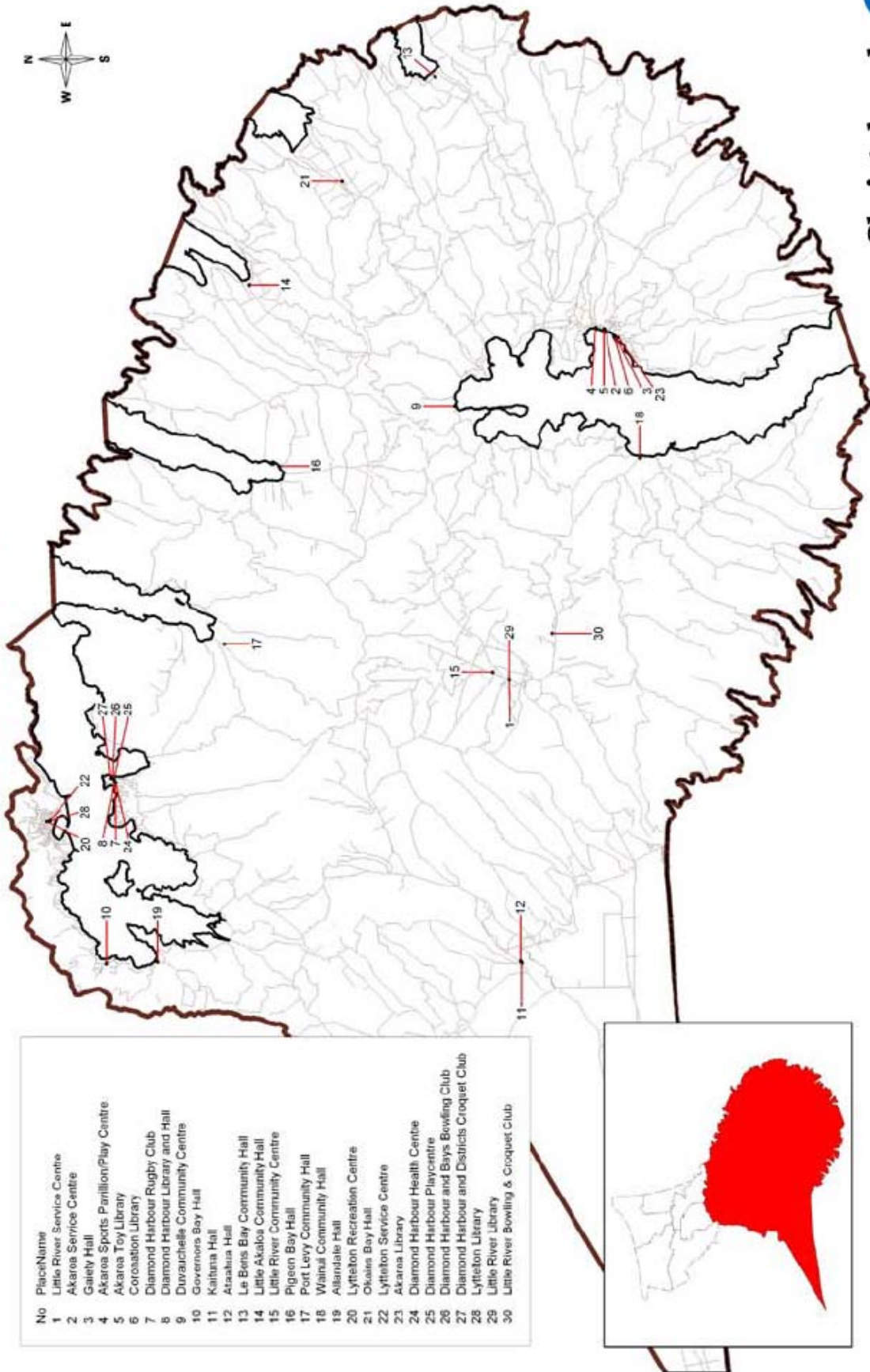
### HAVE YOUR SAY

You can give us your feedback on community facilities on Banks Peninsula in 4 ways:

- By attending an informal drop-in session any time between 5-7pm Thursday 2 April at the Diamond Harbour War Memorial Hall (Stage Room); 10am-12 noon Saturday 4 April at the Lyttelton Recreation Centre; 10am - 12 noon Saturday 2 May at the Little River Service Centre (board room); 5-7 pm Thursday 7 May at the Akaroa Sports Pavilion.
- You are welcome to call in during these periods - no appointment is required.
- By printing or completing a questionnaire from the following web link <http://www.ccc.govt.nz/HaveYourSay/>
- By completing a questionnaire and returning it to us.

The information you provide will be used by Council staff to help develop the Network Vision. Your comments may be published but your name and identity will remain confidential.

# COMMUNITY FACILITIES BANKS PENINSULA



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 Date: 25/Jan/2008



	Project/Service/Description/Group	Allocation 2008/2009
30 April 2009	<b>Lyttelton Mt Herbert Discretionary Response Fund</b>	
	<b>Budget</b>	<b>\$15,000</b>
	<i>Allocations made</i>	
	<b>Community Board Newsletter</b> ( <i>Expenditure to 361/206/8/2</i> )	\$958
9-Oct	<b>Diamond Harbour OSCAR</b> ( <i>Development of Business Plan</i> )	\$1,200
Dec	<b>Lyttelton Anglican Parish</b> ( <i>Christmas Light display</i> )	\$200
Feb	<b>Lyttelton Community House</b> ( <i>Set up costs</i> )	\$3,000
Apr	<b>Anzac Function Diamond Harbour</b>	\$200
	<b>TOTAL: Lyttelton Mt Herbert Discretionary Response Fund Unallocated</b>	<b>\$9,442</b>
	<b>Lyttelton Mt Herbert Reserves Discretionary Fund</b>	
	<b>Budget</b>	<b>\$20,000</b>
	<i>Allocations made</i>	
Dec	<b>Diamond Harbour Croquet Club</b>	\$1,040
Feb	<b>Youth Council - Project Legit costs</b>	\$1,215
	<b>TOTAL: Lyttelton Mt Herbert Reserves Discretionary Fund Unallocated</b>	<b>\$17,745</b>

**15. ELECTED MEMBERS' INFORMATION EXCHANGE**

**16. QUESTIONS UNDER STANDING ORDERS**

**17. RESOLUTION TO EXCLUDE THE PUBLIC**

*Section 48, Local Government Official Information and Meetings Act 1987.*

I move that the public be excluded from the following parts of the proceedings of this meeting, namely item 18.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

	<b>GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED</b>	<b>REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER</b>	<b>GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION</b>
18.	<b>CONSIDERATION OF COMMUNITY SERVICE AWARDS</b>	<b>) GOOD REASON TO WITHHOLD EXISTS UNDER SECTION 7</b>	<b>SECTION 48(1)(a)</b>

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

**Item 18. Protection of Privacy of Natural Persons (Section 7(2)(a))**

**Recommendation:** That the foregoing motion be adopted.

**Note**

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):
  - (a) Shall be available to any member of the public who is present; and
  - (b) Shall form part of the minutes of the local authority.”