

9. 9.2010

LYTTELTON/MT HERBERT COMMUNITY BOARD
13 JULY 2010

Minutes of a meeting of the Lyttelton/Mt Herbert Community Board
held on Tuesday 13 July 2010 at 9.30am in the Meeting Room
of the Lyttelton Service Centre, 33 London Street, Lyttelton.

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

APOLOGIES: Claudia Reid departed at 12.57pm and was absent for Clauses 10.3,
11, 12, 13 and 17.

Presentation: Councillor Claudia Reid presented the Board with a Certificate of
Acknowledgement as an appreciation from the Lyttelton Information and Resource
Centre Trust for support provided by the Christchurch City Council.

The Board reports that:

PART A – MATTERS REQUIRING A COUNCIL DECISION

1. CANTERBURY COASTGUARD LEASE – NAVAL POINT

General Manager responsible:	General Manager, City Environment, DDI 941 8656
Officer responsible:	Maintenance Operations & Contracts Manager
Author:	Kathy Jarden, Leasing Consultant



PURPOSE OF REPORT

1. The purpose of this report is for the Council to consider a recommendation from the Lyttelton/Mt Herbert Community Board, that it grant delegated authority to the Corporate Support Unit Manager to negotiate and grant a lease to Canterbury Coastguard Incorporated (the "Coastguard") over part of that land described as Lot 1 DP 72644 CT42A/442 referred to as 56 Godley Quay, Naval Point, Lyttelton as shown in the **attached** plan.

EXECUTIVE SUMMARY

2. The Coastguard have occupied the Naval Point site since the early 1980's. Recently their occupation was recorded in a month to month lease with Lyttelton Marina Limited (In Receivership).
3. The Christchurch City Council resumed control of the land at Naval Point in May 2009 from the Receivers, BDO Spicers Limited acting for Lyttelton Marina Limited (In Receivership).
4. The Coastguard wish to secure a permanent and formal tenancy and have accordingly entered into negotiation with the Council resulting in an agreement, subject to Council approval, for a lease to commence on 1 July 2010 with an initial term of 10 years with two rights of renewal for a further term of five years each in the form of Council's generic ground lease. The final expiry date is 30 June 2030 if all renewals are exercised.
5. The Coastguard owns the improvements on the leased area.
6. The lease will have provision for early termination should the Council require the land for other purposes.

1 Cont'd

FINANCIAL IMPLICATIONS

7. A ground rental of \$5,000 per annum plus the goods and services tax has been negotiated as the rent for the first three years of the agreement. The current rent is \$3753 per annum. In addition, the lessee will be responsible for a 5 per cent portion of the rates levied on Lot 1 DP 72644. For the 2009/10 year this is equivalent to \$935.

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

8. Yes

LEGAL CONSIDERATIONS

9. The Community Board does not have the delegated authority to authorise the granting of the proposed lease; that decision needs to be made by the full Council. The Community Board can however make recommendations to the Council.

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

10. Council's Legal Services Unit will prepare the lease documentation using the generic ground lease for community groups.

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

11. Business as usual.

ALIGNMENT WITH STRATEGIES

12. A safe city and a city for recreation, fun and creativity.

Do the recommendations align with the Council's strategies?

CONSULTATION FULFILMENT

13. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Lyttelton/Mt Herbert Community Board recommend to Council that delegated authority be given to the Corporate Support Unit Manager to conclude and administer the lease for the Canterbury Coastguard Incorporated over part of the land as described as Lot 1 DP 72644 CT42A/442 referred to as 56 Godley Quay, Naval Point, Lyttelton for an initial term of 10 years with two rights of renewal for a further term of five years each for a total lease term of 20 years with three-yearly rent reviews.

BOARD RECOMMENDATION

That the staff recommendation be adopted.

BACKGROUND (THE ISSUES)

14. Canterbury Coastguard Incorporated is registered as a charitable trust.
15. The Coastguard has occupied this area as its headquarters since the early 1980's.

1 Cont'd

16. A lease was previously drafted by the former Banks Peninsula District Council but never executed. The responsibility for the lease then fell with Lyttelton Marina Limited (In Receivership). A lease document has never been formalised and the Coastguard wish to have some security of tenure.
17. Agreements between the former Banks Peninsula District Council and a potential developer sought to ensure the continued occupation by the Naval Point Yacht Club, Sea Scouts and Coastguard at the Naval Point site subject to any subsequent agreement reached with those organisations to relocate to other sites as part of any resulting development.
18. The Coastguard has made a request to the Christchurch City Council to remain at Naval Point, and, as indicated in the **attached** letter, wish to upgrade their headquarters in the next two years.
19. The Coastguard owns the improvements on the land.
20. The Canterbury Coastguard has also been working closely with Council staff to address the issues around relocating to the site, the former McConnell Dowell shed, (used in the construction of the ocean outfall project) to house their new Rapid Response Vehicle.
21. The location of the headquarters at Naval Point provides quick access to launch the rescue vehicle should an emergency occur.
22. The Coastguard provides a vital search and rescue service to the Community.

THE OPTIONS

Option 1

23. To enter into a long-term lease with Canterbury Coastguard Incorporated to give them security of tenure so they can proceed with plans to upgrade their headquarters, rapid response and training facilities.

Option 2

24. Status Quo – continue a monthly informal tenancy which will not provide the Coastguard with security of tenure and therefore without that certainty they will probably not be able to carry out refurbishments to their headquarters and provide a service with any level of permanency.

Option 3

25. Decline to enter into a new lease with the Canterbury Coastguard and require them to vacate the site. This is obviously an unsatisfactory option for a number of reasons, primarily the Council has no alternative uses for the site and it would jeopardise a valuable service to the community for which this site is ideal.

THE PREFERRED OPTION

Option 1

26. To enter into a new lease with Canterbury Coastguard Incorporated who are fulfilling an important community service.

2. PROPOSED TREE POLICY FOR TREES ON PUBLICLY OWNED LAND OR SPACES



The Board considered a report seeking its comments on the proposed Tree Policy and proposed amendments to the Council's existing delegations on trees. The report, incorporating recommendations and comments from all Community Boards will be presented to the Council at a later date.

STAFF RECOMMENDATION

- (a) Review and provide comment on the attached Proposed Tree Policy and the proposed changes to delegations.
- (b) Recommend to the Council that the Proposed Tree Policy be adopted subject to formal consideration of the comments offered by all of the Community Boards.
- (c) Recommend to the Council that the following policies be rescinded:
 - (i) Tree Planting in Streets Policy.
 - (ii) Banks Peninsula District Council Tree and Vegetation Policy Resolutions 98/178 and 97/404.
 - (iii) Banks Peninsula District Council Tree Trimmings (Private Plantings) Policy Resolution 94/636.
 - (iv) Banks Peninsula District Council Tree Planting on Reserves Policy Resolution 99/236.
 - (v) Banks Peninsula District Council Wildling Trees – Removal from Road Reserve Resolution 98/178.
- (d) Recommend to the Council that the following delegations be rescinded:

Greenspace Manager:

“In consultation with any other units affected and the relevant Community Board, authorise the planting or removal of trees from any reserve or other property under the Manager’s control. (CR 23.10.96)”

Community Boards:

“To plant, maintain and remove trees on reserves, parks and roads under the control of the Council within the policy set by the Council. (CR 13.12.07)”
- (e) Recommend to the Council that the following changes to delegations be made -

That the following delegations for the policy be made:

 - (i) The Transport and Greenspace Manager on the recommendation of the City Arborist and relevant infrastructure Manager where appropriate has delegated authority for the planting of trees under Section 3.3 and the removal of trees under Section 3.4 and the pruning of trees under Section 3.7 of this policy.
 - (ii) The relevant Community Board has delegated authority in consultation with the Transport and Greenspace Manager and relevant infrastructure Manager to decide on any tree matter that either falls outside of the Transport and Greenspace Manager’s delegation or, after consultation with affected parties, has remained contentious and is unable to be resolved by the Transport and Greenspace Manager.
 - (iii) In emergency situations, the Transport and Greenspace Manager or the City Arborist have full delegated powers to negate immediate danger.

2 Cont'd

- (iv) Where the relevant Community Board and the Transport and Greenspace Manager do not agree on the recommended course of action, the matter will be referred to the Council for a decision.

BOARD RECOMMENDATION

- (a) That the staff recommendation be adopted with the exception of:
- (e)(iv) Where the relevant Community Board and the Transport and Greenspace Manager do not reach agree on the recommended course of action, the matter will be referred to the Council for a decision.

- (b) That the following comments from the Board on the Proposed Tree Policy be considered:

Clause ~~3.3.2(e)~~ **3.3.2:** The Board strongly supports this clause:
Note: (*Amended as per meeting 17 August 2010*)

The Council will.... take appropriate steps to control all threats to its indigenous plant species

The Board also supports the following recommendation from the Tree Policy Working Party:

That funding for a city-wide Strategy or Vegetation Management Policy, incorporating a Treescape Plan for the whole city, be included in the next LTCCP.

3. 47 DUBLIN STREET, LYTTELTON – ACQUISITION FOR RECREATION RESERVE

General Manager responsible:	General Manager City Environment, DDI 941 8608
Officer responsible:	Unit Manager Asset and Network Planning
Author:	David Sissons , Senior Parks and Waterways Planner

PURPOSE OF REPORT

1. The purpose of this report is for the Council to consider a recommendation from the Lyttelton/Mt Herbert Community Board to purchase a property in Lyttelton for the purposes of a neighbourhood park

EXECUTIVE SUMMARY

2. The residential property at 47 Dublin Street recently came on the market for sale by tender. The Lyttelton/Mt Herbert Community Board has discussed this property in the past and in its submission to the draft Open Space Strategy supported the purchase of this property for development into a pocket park. It is considered this purchase would go towards addressing the deficiency of open space in west Lyttelton
3. A tender was submitted subject to the approval of Council based on a registered valuation and has been successful subject to the Council approving both the acquisition and the terms of the purchase.
4. The property is an elevated, steeply sloping south-facing site which has an early 1900s dwelling constructed upon it. This house has been derelict for a number of years and is uninhabitable. The site has limited street access from Dublin Street, which has stairway fronting that boundary. The property also has frontages to Keebles and Jacksons Roads either of which would allow greater access onto the property.
5. The property which is just under 1000m² in area is centrally located within the Lyttelton township with extensive views to the south, over the harbour and is within walking distance of the main shopping centre.



3 Cont'd

FINANCIAL IMPLICATIONS

6. Details of the negotiated price and terms are covered in the public excluded section of this report. Costs estimated to be in the order of \$25,000 will be incurred in demolition of the derelict house and tidying and grassing the site. These costs to be capitalised against the capital purchase programme.

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

7. The purchase is to be funded from the Neighbourhood Parks Land Purchase, in the Greenspace Capital Programme for 2010/2011, Page 140 of the 2009-19 LTCCP.

LEGAL CONSIDERATIONS

8. The Board does not have the delegated authority of Council to approve this purchase which is a Council decision. The Board does however have recommendatory powers.
9. The Council has until 31 August 2010 to confirm or otherwise with the vendor the purchase on terms and conditions that are fully acceptable to the Council and in making such decision shall not be under any obligation whatsoever to provide the vendor with reasons for the decision that is made.

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

10. Yes as above.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

11. Yes. Parks, open spaces and waterways, Neighbourhood Parks (2009-19 LTCCP-Page 122). Provide a network of safe, accessible and attractive neighbourhood parks. This is important to provide a network of neighbourhood parks and provide necessary connections and access points
- (a) To encourage community interaction.
 - (b) Provide places for recreation and children's play.
 - (c) Maintain and manage neighbourhood parks.

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

12. Yes. Page 138 of the 2009-19 LTCCP. The Council's plans for key assets relating to parks, open spaces and waterways include: *Land for new neighbourhood parks will be purchased, planted and provided with playground and other equipment.*

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

13. Yes.
- (a) Physical Recreation and Sport Strategy- Objective 1.2: There are a range of locations at which people can take part in unstructured, casual recreation activities within easy reach of Christchurch.
 - (b) Active Living Strategy: This aims to support Christchurch people so that they can enjoy regular physical activity as part of their every day lives and improve their health and wellbeing.

3 Cont'd

- (c) The draft Open Space Strategy as discussed in this report.

CONSULTATION FULFILMENT

14. There is no requirement for statutory consultation to be carried out. General consultation has been carried out through the draft Open Space Strategy and engagement with families in the area.

STAFF RECOMMENDATION

It is recommended that the Lyttelton/Mt Herbert Community Board recommend to Council, the purchase of 47 Dublin Street, Lyttelton (on the terms and conditions recommended in the public excluded section of this report) as a recreation reserve under the Reserves Act 1977, to be developed and used as a neighbourhood park.

BOARD CONSIDERATION

The staff made a further verbal recommendation to the Board, that it recommend to the Council that the land, if purchased, be classified as recreation reserve.

The Board was satisfied that it had sufficient information from staff to support the verbal recommendation, and that it was sensible to do that at this time so that staff did not have to present a further report to the Board, if the property was purchased.

The Board thanked staff for their prompt action in expressing an interest on behalf of the Council for the purchase of this property.

BOARD RECOMMENDATION

The Board **resolved** to adopt the staff recommendation.

The Board further **resolved** that, subject to the first recommendation, and the Council resolving to purchase the property, the Board recommend to Council that it pass the following resolution:

That pursuant to Section 16 (2A) of the Reserves Act 1977 the Christchurch City Council classifies the land in the schedule as recreation reserve within the meaning of Section 17 of the said Act.

BACKGROUND (THE ISSUES)

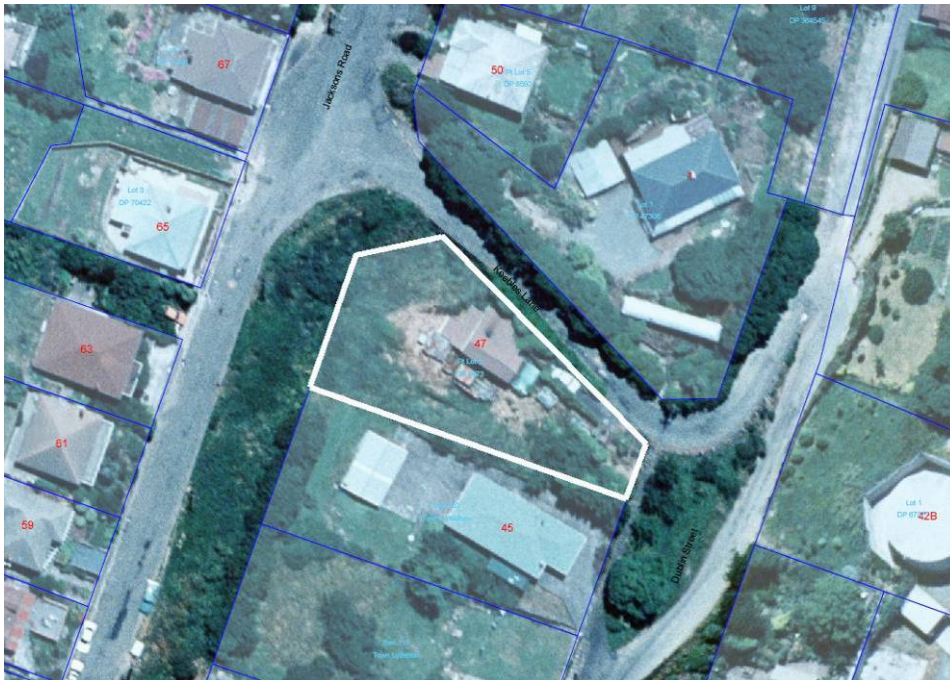
15. In November 2009 the Lyttelton Environment Group wrote suggesting that the Council obtain 47 Dublin St for a neighbourhood park. At a subsequent site meeting, families in the area supported the proposal.
16. The property covers about 1,000 square metres, being smaller than would usually be taken for a local park, this being a common problem when seeking to retro-fit new parks into existing residential areas. The property has road frontages on three sides, and the steep berms of those roads could be added to the site, enabling it to be expanded to about 1,600 square metres, or more. It has the potential to be a visible, accessible recreation node with good linkages to the surrounding residential area. The nearest park with a play facility is approximately 600 metres away in Oxford Street.
17. A majority of the residents of that part of Lyttelton (196) are in the 25 to 44 age group, and there are 66 children in the 5 to 14 age group.

3 Cont'd

18. The draft Open Space Strategy stated that the ideal is to increase the amount of public green open space in Lyttelton township, but the immediate options to do this are limited, barring purchase of lots and development of these into new parks.
19. The Community Board raised the issue of lack of public space in its submission to the draft Open Space Strategy. The Board believed the needs of more active Lyttelton residents are adequately catered for by existing open space, but there is a need for more open spaces to meet the needs of Lyttelton's less active or able residents. It considered that one or two pocket parks in residential areas and a playground in West Lyttelton would be higher priority.
20. On purchase of this property a priority will be to demolish the derelict house and make the site tidy in anticipation of preparation of a landscape plan for its development as a park and playground.

Site Description

21. The property is wholly contained within Computer Freehold Register CB11A/1326 legally described as Part Lot 3 DP 8473 comprising 959 m². The site is presently covered in scrub, long grass and vines; and has no boundary fencing. A retaining wall is constructed along the site's southern boundary protecting the neighbouring property. The property when occupied would have been accessed by foot from the staircase within the road carriageway on the Dublin Street boundary. Vehicle access if created would only be possible from Jackson's Road or Keebles lane. See photos below.



3 Cont'd



Dublin Street Staircase

Keebles Lane

THE OBJECTIVES

21. To secure purchase of the property to provide for a neighbourhood park in an area of Lyttelton that is deficient in open space

THE OPTIONS

22. 1. To proceed with the purchase of 47 Dublin Street for a recreation reserve.
2. Not to approve the purchase of 47 Dublin Street.

3 Cont'd

THE PREFERRED OPTION

23. Option I is preferred to take up an opportunity to meet a need and go some way towards addressing a deficiency of open space in west Lyttelton

ASSESSMENT OF OPTIONS

The Preferred Option

24. That the Lyttelton / Mt Herbert Community Board recommend to Council, the purchase of 47 Dublin Street, Lyttelton (on the terms and conditions recommended in the public excluded section of this report) as a recreation reserve under the Reserves Act 1977, to be developed and used as a neighbourhood park.

	Benefits (current and future)	Costs (current and future)
Social	Provision of neighbourhood park in deficient area	Neutral
Cultural	Neutral	Neutral
Environmental	Neutral	Neutral
Economic	Neutral	Will require capital development and regular maintenance

Extent to which community outcomes are achieved:

- 6 A healthy city: Our city environment supports the health of the community
 7. A city for recreation, fun and creativity: More people participate in physical and sporting activities.

Impact on the Council's capacity and responsibilities:

Will require capital development to turn it into an attractive park/playground and regular on-going maintenance. This can be budgeted for in future LTCCPs

Effects on Maori:

No different from the general public

Consistency with existing Council policies:

Consistent with LTCCP page 122: Provide a network of safe, accessible and attractive neighbourhood parks.

Views and preferences of persons affected or likely to have an interest:

Supported at a meeting on site with local residents

Other relevant matters:

Supported by the Community Board

Maintain the Status Quo (if not preferred option)

25. Not to approve the purchase of 47 Dublin Street

3 Cont'd

	Benefits (current and future)	Costs (current and future)
Social	Neutral	This part of Lyttelton will continue to be deficient in neighbourhood parks
Cultural	Neutral	Neutral
Environmental	Neutral	Neutral
Economic	The funds can be used elsewhere	Neutral
<p>Extent to which community outcomes are achieved:</p> <p>Addressing the park deficiency will depend on finding and purchasing another property in the same locality</p> <p>Impact on the Council's capacity and responsibilities:</p> <p>The park deficiency will not be addressed</p> <p>Effects on Maori:</p> <p>No different from the general public</p> <p>Consistency with existing Council policies:</p> <p>The park deficiency will not be addressed</p> <p>Views and preferences of persons affected or likely to have an interest:</p> <p>Community Board and local residents do not wish to see this outcome</p> <p>Other relevant matters:</p> <p>+</p>		

PART B - REPORTS FOR INFORMATION

4. DEPUTATIONS BY APPOINTMENT

4.1 KATE BOULD, GOVERNORS BAY COMMUNITY ASSOCIATION

Kate Bould outlined the Association's concerns regarding traffic parking problems for Governors Bay School and reported on improved liaison with Council staff and progress now being made after consultation with the community. Mr Mark Millar, Senior Traffic Engineer, outlined to the Board three proposed options to ease the school traffic parking problems and recommended option two where angle parking would be replaced with parallel parking on Jetty Road, and a footpath and crossing would be constructed.

The Board indicated its general support for option two and asked staff to prepare a report for formal consideration.

5. CORRESPONDENCE

Nil.

6. PRESENTATION OF PETITIONS

Nil.

7. NOTICES OF MOTION

Nil.

**8. MINUTES OF THE ALLANDALE RESERVE MANAGEMENT COMMITTEE MEETING HELD
18 MAY 2010**

The Board **received** the minutes of the Allandale Reserve Management Committee meeting held 18 May 2010.

The Board sought confirmation from staff that the list of items the Reserve Management Committee had discussed in relation to the development of the reserve, was consistent with the Management Plan, for example the erection of a flagpole.

9. REVIEW OF CHARACTER HOUSING MAINTENANCE GRANT FUND

The Board considered a report reviewing the existing Character Housing Maintenance Grants Policy and proposing a revised policy for consideration by the eight Community Boards for grant funding of maintenance of character houses located within Christchurch City and Banks Peninsula.

The Board made the following comments, which, along with comments from the other Community Boards, will be considered by the Regulation & Planning Committee, before being forwarded as a report to the Council:

- There seems to be a poor awareness of this grants scheme.
- The scheme could be improved through more flexibility.
- Concern that the grants could be awarded on a "first come, first serve" basis under some of the options.
- The criteria for the fund should provide an incentive for people to apply.
- Board members did not support splitting the fund on a Ward by Ward basis, as this would result in most people not being able to achieve the \$5,000 cap, without having to apply over a period of years.

The Board **decided** to support Option B to continue the Character Housing Maintenance Grants, with minor changes to the existing policy and process, but with concern expressed that fewer people are likely to apply if the amount of the grant is minimal, and they can only achieve the \$5,000 cap over a period of years.

10. BRIEFINGS

10.1 GARY LENNAN – UNIT MANAGER, INSPECTIONS AND ENFORCEMENT

Gary Lennan, Inspections and Enforcement Unit Manager gave a presentation to the Board on the structure and organisation of the Unit. He advised that the Unit now has the full capacity to deal with the issues of noise complaints, health and liquor licensing, animal control, building inspections, parking enforcement and parking administration.

10.2 STEVE MCCARTHY – UNIT MANAGER, ENVIRONMENTAL POLICY AND APPROVALS

Steve McCarthy, Environmental Policy and Approvals Unit Manager briefed the Board on the Unit's activities including issuing resource, building and subdivision consents, carrying out building warrants of fitness checks, protected and heritage buildings, leaky buildings and working on timeframes for rectifying earthquake prone buildings. He advised the new electronic consent processing system was under way with consent decisions, plus applications, becoming available on the Web being a priority consideration. The Unit sees its role as an auditory one regarding consent conditions and relies on members of the public making complaints before carrying out further investigations. He gave an assurance that consent conditions are being implemented with initiatives including making the contractors more accountable, but with robust enforcement taking place.

10 Cont'd

10.3 MARK MILLAR, SENIOR TRAFFIC ENGINEER

Mark Millar, Senior Traffic Engineer, updated the Board on roading matters in the Lyttelton Harbour area and presented several option plans for proposed pedestrian safety improvements on Waipapa Avenue, Diamond Harbour.

It was **decided** that the Chairperson would arrange for interested parties to meet with staff onsite to discuss the proposed options, as presented.

The Board was updated on further roading issues, including No Stopping signs on the realigned Exeter Street, the large costs spent repairing recent storm damage, formalised parking outside Lyttelton Museum, a request for parking restrictions in Lyttelton to be extended to Saturday, parking restrictions being placed outside some Canterbury Street businesses and a proposal to make London Street (between Canterbury and Oxford Streets) one way.

The Board **decided** not to support the proposal for London Street to be a one way street as it considered the estimated costs of \$10,000 to \$15,000 to undertake a full consultation would not be warranted. The Board was aware of the Lyttelton Business Association being the only group to raise this enquiry.

11. COMMUNITY BOARD ADVISER'S UPDATE

The Board **received** information from the Community Board Adviser on forthcoming Board related activities and projects. Specific mention was made of the Board funding balances and correspondence received.

12. BOARD MEMBERS' INFORMATION EXCHANGE

Specific mention was made of the following matters:

- **Lyttelton Skatepark**

The Board **decided** to request staff to investigate the possibility of upgrading the existing Lyttelton skatepark with resurfacing and relocation of the basketball hoop and the construction of more skating structures, following a deputation to the May meeting of the Board.

The Board further **decided** to request that an onsite meeting be arranged with the deputees, staff and Board members to discuss what improvements could be made to the skatepark.

- **Lyttelton Community Directory**

The Board noted its satisfaction with the final production of the Lyttelton/Mt Herbert Community Directory, which had now been delivered to all residents' letterboxes in the ward. The Board asked that its thanks be passed to the staff responsible for the production and distribution of the directory.

- **Structures on Roads Policy – Mailboxes**

The Board **decided** to request clarification from staff on the position regarding the placement of mailboxes on berms and road reserve, following a recent press article which intimated all property owners with mailboxes on legal road would have to apply for a permit and pay a licence fee.

13. QUESTIONS UNDER STANDING ORDERS

Nil.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

14. CONFIRMATION OF MEETING MINUTES

14.1 The Board **resolved** that the minutes of its ordinary meeting held on 15 June 2010 be confirmed, subject to the following amendments:

Page 2, Item 8 Lyttelton Tunnel Roundabout – Rugby World Cup, second line
Delete “..and possibly a pou from the Whakaraupo Carving Centre...”

Sentence to read:

The Board **decided** to suggest to staff that Lyttelton Tunnel’s portal roundabout be improved with black/white coloured plantings ~~and possibly a pou from the Whakaraupo Carving Centre~~ to improve the appearance, particularly for the Rugby World Cup.

Page 3, Item 8 Kidsfest, second line
Delete “Lyttelton”
Insert “the Lyttelton/Mt Herbert community”

Page 3, Item 8 Kidsfest, fourth line
Delete “Lyttelton township”
Insert “local libraries”

Sentence to read:

The Board expressed disappointment that once again, Kidsfest activities had not been organised in ~~Lyttelton~~ **the Lyttelton/Mt Herbert community** this year apart from a free fare for children on Black Cat cruises when travelling with an adult. The Board **decided** to request information as to why there were no events organised at the Lyttelton Recreation Centre or in ~~Lyttelton township~~ **local libraries** for Kidsfest.

14.2 The Board **resolved** that the minutes of its extraordinary meeting held on 24 June 2010 be confirmed.

15. STODDART POINT RESERVE AND COASTAL CLIFF RESERVES NETWORK / TE WAIPAPA DRAFT MANAGEMENT PLAN

The Board considered a report seeking its approval to release the draft management plan for Stoddart Point and Coastal Cliff Reserves Network/Te Waipapa for public comment in accordance with the process of the Reserves Act 1977.

The Board **resolved**:

- (a) To approve the release of the draft management plan for Stoddart Point Reserve and the Coastal Cliff Reserves Network of Diamond Harbour/Te Waipapa for public submission in line with the Reserves Act 1977.
- (b) To request that staff organise a Public Information Day in Diamond Harbour following the release of the draft management plan.
- (c) That the Board would not make a submission to the draft management plan.

(Paula Smith declared a conflict of interest and withdrew from discussion and voting. Jeremy Agar chaired the meeting for this item.)

9. 9.2010
Lyttelton/Mt Herbert Community Board 13.7.2010

15

16. LYTTTELTON/MT HERBERT STRENGTHENING COMMUNITIES FUNDING 2010/11 ALLOCATIONS

The Board considered a report to allocate the Lyttelton/Mt Herbert Strengthening Communities Fund for 2010/11 as follows, subject to any excess of the ANZAC Day allocation being reallocated to Neighbourhood Week.

No.	Group	Project	Board Decision
1	Lyttelton Community House Trust	Community House	The Board resolved to make a grant of \$9,000 to the Lyttelton Community House Trust as a contribution towards wages and employment costs, rent and administration
2	Lyttelton/Mt Herbert Community Board	Newsletter	The Board resolved to make a grant of \$1,065 for the production of the Board's newsletters for local residents.
3	Lyttelton/Mt Herbert Community Board	ANZAC Day	The Board resolved to make a grant of \$2,810 towards the ANZAC Day services in 2011 in Lyttelton and Diamond Harbour.
4	Lyttelton/Mt Herbert Community Board	Neighbourhood Week	The Board resolved to make a grant of \$1,000 towards the Board's Neighbourhood Week project.
5	Mt Herbert (Diamond Harbour) Under 20 Trust	Community Youth Worker and ongoing costs	The Board resolved to make a grant of \$5,000 to the Mt Herbert (Diamond Harbour) Under 20 Trust towards youth worker salary and ongoing costs.
6	Volcano Radio Incorporated	Volcano Radio Broadcasting	The Board resolved to make a grant of \$9,468 to Volcano Radio Inc towards the Volcano Radio Broadcasting project.
7	Whakaraupo Carving Centre Trust	Whakairo-Pou Whenua	The Board resolved to make a grant of \$8,055 to the Whakaraupo Carving Centre Trust towards the Whakairo-Pou Whenua project.
8	Lyttelton Information Centre	Overhead support	The Board resolved to make a grant of \$2,000 to the Lyttelton Information Centre towards the costs of overhead support, with a preference for the funding to be used for volunteer training.
9	Project Lyttelton	Administration and Community Garden Support	The Board resolved to decline the request from Project Lyttelton

The Board made a general comment that it did not want to support salaries for organisations on an ongoing basis.

17. RESOLUTION TO EXCLUDE THE PUBLIC

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

The meeting closed at 1.45pm

CONFIRMED THIS 17TH DAY OF AUGUST 2010.

**PAULA SMITH
CHAIRPERSON**



Areas and Dimensions Subject to Survey

Christchurch City Council



CAPITAL PROGRAMME GROUP

SURVEYED	S.M.Hurd
DRAWN	S.M.Hurd
DATE	Sept 2009

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CHRISTCHURCH CITY COUNCIL
AERIAL PHOTOGRAPHY © COPYRIGHT
TERRALINK INTERNATIONAL LIMITED

Lyttelton Marina Coast Guard Area

A	Amended June 2010	SIGNED	DATE
ISSUE	AMENDMENT		
DRAWING NUMBER	ORIGINAL SHEET SIZE	SCALES	
131-2	A4	1:500	
FILE REFERENCE			
561/167/2			
PROJECT NUMBER		SHEET	
RPS131		1 OF 1	

PO Box 522
Christchurch



3 November 2009

Malcolm Park
Maintenance Operation and Contracts Manager
Transport and Greenspace Unit
City Environment Group
PO Box 237
Christchurch 8011

Dear Mr Park,

RE: LEASE OF LAND AT NAVAL POINT TO CANTERBURY COASTGUARD

Canterbury Coastguard has been resident at Naval Point, Lyttelton, for some years with various arrangements for leasing the land currently in use. We understand that in the aftermath of the marina receivership, that the council is reviewing the long term plans for the Naval Point area. We are looking for some certainty in relation to our lease which is currently operating on a month by month basis and would request that the council give consideration to providing a long term lease to Canterbury Coastguard.

WHO WE ARE

Canterbury Coastguard Incorporated is a registered charitable organisation, dedicated to saving lives at sea. Canterbury Coastguard is one of three units operating in Christchurch City, the others being Sumner Lifeboat and Canterbury Air Patrol, based at the airport. Canterbury Coastguard is affiliated with Coastguard New Zealand which is the national body overseeing co-ordinated operations across all units.

Coastguard Canterbury is a purely volunteer operation that is primarily funded through philanthropic donations. We currently have approximately 40 active volunteers who provide day time patrols of Lyttelton Harbour on weekends and public holidays, as well as operating a 24 hours x 365 days a year on call capability. Our members are trained to professional standards in maritime search and rescue and are relied on by both NZ Police and the Rescue Co-ordination Centre NZ to provide marine SAR advice and services.

We operate a fleet of vessels to provide this service. Our primary response vessel is a new rapid response 9.5 metre Rigid hull Inflatable Boat (RIB) that has an operating range from Motunau to Birdling Flat and beyond if necessary. This vessel can carry up to 12 crew and victims and has a top speed of 47 knots (87 km/hr). This vessel is supported by a 6m RIB, a surf IRB and a jet ski.

Our headquarters building at Naval Point provides garaging for the smaller vessels, a radio room with facilities to manage incidents and training facilities.

In a typical year the volunteers at Canterbury Coastguard provide more than 20,000 man hours of time (the equivalent of 10 permanent employees) of which 2,500 is spent in Search and Rescue, 3,500 goes to training, 5,200 providing radio watch and 4,000 is spent on maintaining our equipment to a high standard. Every hour spent on search and rescue requires 8 hours on tasks making it possible to provide the service.

In the previous 2 year Canterbury Coastguard has provided assistance to 271 people on 124 boats and managed in excess of 11,000 radio calls. A high profile example of our unit in action was the 2 day search conducted last year for the missing workers on the sewerage outfall project.

OUR VISION

In the past 2 years our unit has focussed on upgrading our services to the community and the board have agreed a strategic plan to implement our goal of saving lives at sea. The plan has 4 parts:

1. Rationalise and Modernise On water assets i.e. vessels, to ensure the unit meets operational requirements with modern, reliable equipment.
 - a. Sell 20m Patrol Vessel (completed 2/09) and 6m RIB (in progress)
 - b. Purchase 9.5m Rapid Response Vessel (completed 10/09) with a replacement scheduled for 2019
 - c. Rationalise support vessels (in progress)
2. Volunteers.
 - a. Target 50 active volunteers by mid 2010 (in progress with numbers growing from 25 to 40 in 2009)
 - b. Target 8 skippers by mid 2010 (in progress with 5 skippers and 3 in training)
 - c. Active training programme to ensure all volunteers trained to national professional standards. This includes targeted first aid, navigation, equipment and SAR training.
 - d. Ensure recruitment and training keeps pace with attrition by:
 - i. Recognising needs of volunteers and providing an environment in which volunteers are nurtured and can achieve personal growth.
 - ii. Promoting Coastguard values to the community.
3. Off Water Assets.

- a. Vehicles – ensure that support vehicles are modern, reliable and fit for purpose.
 - i. Sell Nisan Patrol and small Fiat tractor when 6m RIB is sold. (awaiting the sale of the RIB)
 - ii. Purchase large 4WD tractor to launch 9.5m vessel (in progress)
 - iii. Purchase a quad bike for launching smaller vessels. (target early 2010)
 - b. Buildings
 - i. Repairs and maintenance to current building. This has slipped in recent years and building repairs and repainting is targeted for completion by end of 2009 (in progress with Correction Services providing work gangs for landscaping and building repairs)
 - ii. Storage facilities for large tractor and rapid response vessel by end of 2009. (McConnell Dowell have donated a 10m x 10m shed to be relocated – in progress)
 - iii. New purpose built premises to include Southern Region training facilities, comprehensive incident management facilities and crew rest facilities, planned for 2011. (under active investigation)
 - iv. Investigate the creation of a sheltered docking facility for up to three 12m vessels immediately in front of the buildings at Naval Point – target 2013. (Investigations to begin on 2010)
4. Finance.
- a. Capital Expenditure. Ensure that appropriate funding is secured prior to committing any capital project.
 - b. Operational Expenditure. Seek reliable contracted funding to cover regular operating expenses such as rent, insurances, utilities, training costs and repairs and maintenance.
 - c. Goals – to operate at a small surplus each year and to keep 6 months operating expenses in the bank as a minimum balance.

COMMUNITY

Canterbury Coastguard recognises that they are part of the wider community of Naval Point, Lyttelton and also Christchurch City. We actively work with other emergency services (e.g. Fire, Ambulance, Police) and community groups (e.g. Naval Point Yacht Club, Power Boat Clubs) to ensure that we understand the needs of the community, how to best serve the community and how to contribute in a broader sense.

The current building is situated on the reclaimed water front at Naval Point and the general public regularly use the area for recreation e.g. walking, fishing, watching the boats. Canterbury Coastguard wish to enhance the public use of the area, as long as this use doesn't inhibit the units primary activity of search and rescue through blocking access. Any property development undertaken will have public use in mind, with the intention of keeping the publics perception of Coastguard at a high level.

As part of our integration with community we give consideration to security in general. When the unit is manned on weekends and public holidays we provide a regular watch over the local area and frequently have "discussions" with those people undertaking questionable activities. This may involve members of the public accessing the car park by damaging the barrier equipment, or boy racers attempting to enjoy the local gravel car parks and roads.

When the unit is not manned, we have concerns regarding theft or damage to expensive and vital search and rescue equipment stored on our premises. We are currently in discussion with a Community Watch group, who operate volunteer security patrols in marked vehicles, to include regular nightly patrols of the entire Naval Point precinct. This will reduce the number of undesirables in the area and protect our equipment as well as the entire community.

SUMMARY

Canterbury Coastguard provides a valuable to service to the Christchurch community, one that cannot be provided by other organisations. I understand that we will need to go through normal contractual, planning and resource processes however we are seeking the support of the Christchurch City Council through consideration of a longer term lease on the land currently occupied and in agreement in principle to enhancing the buildings and environment to suit the needs of Canterbury Coastguard and the community in line with regulations and by-laws.

I look forward to hearing from you on this matter in due course.

Kind Regards

Canterbury Coastguard Inc.



Gavin Mitchell
President

Cc: Kathy Jardin CCC