

## LYTTELTON/MT HERBERT COMMUNITY BOARD AGENDA

**THURSDAY 21 FEBRUARY 2013  
AT 1.30PM**

**IN THE BOARDROOM, LYTTELTON SERVICE CENTRE,  
15 LONDON STREET, LYTTELTON**

**Community Board:** Paula Smith (Chairperson), Jeremy Agar (Deputy Chairperson), Ann Jolliffe, Claudia Reid, Adrian Te Patu and Andrew Turner

**Community Board Adviser**

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## **Lyttelton/Mt Herbert Community Board Objectives for the 2010 – 2013 Triennium**

These objectives are agreed by members of the Lyttelton/Mt Herbert Community Board. They are intended to guide decision-making and provide a basis for the Board's advocacy work in this triennium and beyond. These objectives can only be achieved in partnership with others, including our many resourceful community groups, mana whenua, local businesses (including Lyttelton Port of Christchurch), the Christchurch City Council and government agencies.

- **Local community partnership in earthquake recovery**
- **Port traffic off waterfront quays**
- **Improved public access to inner harbour waterfront**
- **A rebuilt sustainable Lyttelton town centre, with character**
- **Lyttelton Urban Design Advisory Committee up and running**
- **Retention, restoration, and timely recovery of local heritage**
- **Arts and creative activities supported and celebrated**
- **Lyttelton Harbour catchment water quality steadily improving**
- **Head-to-Head walkway up and running**
- **Predator-free Port Hills**
- **Landscapes protected and sustainably managed**
- **Stoddart Point and Coastal Cliff Management Plan finalised**
- **Agreed plans for Godley House site redevelopment**
- **Destination Lyttelton Harbour “on the map” for visitors**
- **More and different people involved (broader community engagement)**
- **Greater community interest in role of the Community Board**

Lyttelton/Mt Herbert Community Board  
Adopted 15 May 2012

1. **APOLOGIES**

2. **CONFIRMATION OF MEETING MINUTES**

2.1 **ORDINARY MEETING – 13 DECEMBER 2012**

The minutes of the Board's meeting of 13 December 2012 are **attached**.

**STAFF RECOMMENDATION**

That the minutes of the Board's meeting held on Thursday 13 December 2012 be confirmed.

2.2 **JOINT BOARD MEETING WITH AKAROA/WAIREWA COMMUNITY BOARD – 29 NOVEMBER 2012**

The minutes of the Joint Board meeting with Akaroa/Wairewa Community Board of 29 November 2012 are **attached**.

**STAFF RECOMMENDATION**

That the minutes of the Joint Board meeting with Akaroa/Wairewa Community Board held on Thursday 29 November 2012 be confirmed.

**LYTTELTON/MT HERBERT COMMUNITY BOARD  
13 DECEMBER 2012**

**Minutes of a meeting of the Lyttelton/Mt Herbert Community Board  
held on Thursday 13 December 2012 at 1.30pm in the  
Boardroom, Lyttelton Service Centre, 15 London Street, Lyttelton**

**PRESENT:** Paula Smith (Chairperson), Jeremy Agar, Ann Jolliffe, Adrian Te Patu and Andrew Turner.

**APOLOGY:** An apology for absence was received and accepted from Claudia Reid.

**KARAKIA:** Adrian Te Patu gave the opening karakia.

The Board reports that:

**PART B - REPORTS FOR INFORMATION**

**1. DEPUTATIONS BY APPOINTMENT**

**1.1 NAT HALLIDAY – LYTTELTON SKATEPARK**

Mr Halliday was unable to attend the meeting.

**1.2 ELIZABETH GRAHAM – LONDON STREET WI-FI**

Ms Graham provided information and addressed the Board expressing concern that Lyttelton residents were not informed of health issues that could arise from the proposed installation of free Wi-fi for the whole of London Street, in accordance with Action E2 of the Lyttelton Master Plan. Ms Graham requested that consultation be carried out with the community before this Action was progressed.

The Board **decided** to refer the information to staff working on the Lyttelton Master Plan and requested that the Community Board and the community be included as partner agencies for Action E2 of the Lyttelton Master Plan.

(Refer Clause 2.1)

**1.3 KEN MAYNARD, LYTTELTON COMMUNITY ASSOCIATION – BROTHELS IN LYTTELTON**

Mr Maynard addressed the Board expressing disappointment at the recent decision made by the Council when it requested that the Brothels Bylaw Hearing Panel reconsider where brothels could be allowed in the Lyttelton commercial area. He noted that during the consultation stage of the bylaw process Lyttelton residents had indicated an overwhelming desire not to have larger brothels in the commercial area. Mr Maynard sought clarification on the terms of reference initially given to the Hearings Panel and whether those terms of reference had now changed.

**1.4 ALLY McMILLAN – BROTHELS IN LYTTELTON**

Ms McMillan, as a Lyttelton resident, also addressed the Board about the Council decision on the brothels issue. She said she found the recommendation from the Council distressing in light of the hard work done by Lyttelton residents to express their clear wish not to have larger brothels in the Lyttelton commercial area, and she was particularly concerned for young girls and women in the local community. Ms McMillan suggested that the larger brothels were more suited to the city.

1.5 **ROB ANGELO – BROTHELS IN LYTTELTON**

Mr Angelo complimented the Community Board on its submission regarding brothels in the Lyttelton commercial area. However he was disappointed with the Council decision on the issue and felt that the process was appalling when people who have no local knowledge and no association with the Lyttelton community, could make a decision which was clearly against the views expressed by residents through the consultation process.

The Board noted the large amount of community interest in the Brothels Bylaw and **decided** to request that staff ensure that the community and the Board were kept informed of the process and consultation opportunities going forward.

Board members also noted some relevant points and actions that the Board could pursue as part of the ongoing Brothels Bylaw process:

- Lobby Councillors who voted for the resolution to clarify any misunderstanding that Lyttelton is solely an “industrial” town.
- Ensure Councillors are aware of the residential and town centre zones applicable to Lyttelton.
- Make a deputation to both the Hearings Panel and Council meeting when this issue is reconsidered.
- Invite Councillors to visit Lyttelton to gain a better understanding of the community and local concerns

1.6 **CLAIRE FINDLAY – CORSAIR BAY**

- (a) Ms Findlay expressed concern at work recently carried out by Council contractors in Corsair Bay, which was not in accordance with the Corsair Bay Landscape Concept Plan adopted by the Lyttelton-Mt Herbert Community Board in May 2008 after extensive consultation with the community. Ms Findlay explained that the work entailed the formation of a track which was not on the plan, and she requested that the scope of the work be changed to comply with the landscape plan.

The Board **decided** to request information from staff on the reason a track was recently constructed in Corsair Bay, clarification on why it was installed when it was not on the Corsair Bay Landscape Concept Plan, and information on whether the work could be reversed.

- (b) Ms Findlay also expressed concern at a Council approved kayak hire operation being operated over summer in Corsair Bay. As far as she was aware no consultation had been carried out with the community regarding this operation. She was concerned at the affects such an operation may have on swimmers and other users of the bay, particularly during the holiday season when it could become very congested.

Ms Findlay was advised that the kayak hire operation was not a commercial venture, but had been put in place by the Council in an effort to alleviate the effects to the community of not being able to use the Norman Kirk Memorial Swimming Pool in Lyttelton for another summer.

**2. CORRESPONDENCE**

2.1 **ELIZABETH GRAHAM**

The Board **received** correspondence from Elizabeth Graham requesting the Board consult with the Lyttelton community regarding having free Wi-fi installed in London Street.

(Refer Clause 1.2)

**3. PETITIONS**

Nil.

**4. NOTICES OF MOTION**

Nil.

**5. BRIEFINGS**

Nil.

**6. RESERVE MANAGEMENT COMMITTEES**

The Board **received** the minutes of the following Reserve Management Committee meeting:

6.1 Lyttelton Reserves Management Committee – 12 November 2012.

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

The Board **received** information from the Community Board Adviser on various matters.

**8. ELECTED MEMBERS' INFORMATION EXCHANGE**

Specific mention was made of the following matters:

- Information was received regarding plans to erect a building on London Street to accommodate all the Lyttelton emergency services – fire brigade, police and ambulance. It was reported that there was some concern in the community that the facility would have a dominating influence on the streetscape and would be contrary to the objectives of the Lyttelton Master Plan.

The Board **decided** to seek a meeting with the relevant organisations regarding the proposed new building and its site, and to inform staff working on the Lyttelton Master Plan of the proposal.

- The Board **agreed** to forward comment to be included in the Council submission to the Accessible City – draft Transport Plan for Christchurch, supporting the existing rail network for public transport and seeking improved cycle links between the city and Lyttelton, including linking with the ferry services.

The meeting adjourned at 4.10pm and resumed at 4.25pm.

- The Board **decided** to request staff assistance to hold a series of walks on parts of the Head to Head Walkway route, including the production of suitable pamphlets incorporating maps.
- The Board **decided** to indicate its support to the Banks Peninsula Water Management Zone Committee for funding for projects involving the Purau wetlands and the monitoring of sediment in the harbour.

**9. QUESTIONS UNDER STANDING ORDERS**

Nil.

**PART C - REPORT ON DELEGATED DECISIONS****10. CONFIRMATION OF MEETING MINUTES**

The Board **resolved** that the minutes of its meeting held on 15 November 2012 be confirmed.

**11. GOVERNORS BAY – JETTY ROAD, CRESSWELL AVENUE AND MAIN ROAD PARKING RESTRICTIONS**

The Board considered a report seeking approval for parking restrictions following the construction of approved safety improvements at Governors Bay School and parking improvements on Main Road, Governors Bay.

The Board **resolved** to:

- (a) Revoke all existing parking restrictions as follows:
  - (i) From the intersection of Main Road and Jetty Road east along both sides of Jetty Road and then continuing east along both sides of Cresswell Avenue to the western boundary of No. 5 Cresswell Avenue.
  - (ii) From the intersection of Jetty Road and Cresswell Avenue south along both sides of Jetty Road for a distance of 35 metres.
  - (iii) From the intersection of Main Road and Jetty Road in a north west direction along both sides of Main Road for a distance of 60 metres and along both sides of Main Road in a south and then south west direction for 100 metres.
- (b) Approve the following No Stopping restrictions:
  - (i) That the stopping of vehicles be prohibited at all times on the south side of Jetty Road commencing at its intersection with Main Road and extending in an easterly direction to its intersection with Cresswell Avenue.
  - (ii) That the stopping of vehicles be prohibited at all times on the west side of Jetty Road commencing at its intersection with Cresswell Avenue and extending in a southerly direction for a distance of 19 metres.
  - (iii) That the stopping of vehicles be prohibited at all times on the east side of Jetty Road commencing at its intersection with Cresswell Avenue and extending in a southerly direction for a distance of 31 metres.
  - (iv) That the stopping of vehicles be prohibited at all times on the south side of Cresswell Avenue commencing at its intersection with Jetty Road and extending in an easterly direction for a distance of 17 metres from the line of the western kerbline on Jetty Road.
  - (v) That the stopping of vehicles be prohibited at all times on the south side of Cresswell Avenue commencing 29 metres east of the line of the western kerbline on Jetty Road and extending in an easterly direction for a distance of 16 metres.
  - (vi) That the stopping of vehicles be prohibited at all times on the north side of Jetty Road commencing at its intersection with Main Road and extending in an easterly direction for a distance of 12 metres.
  - (vii) That the stopping of vehicles be prohibited at all times on the north side of Jetty Road commencing 51 metres east of its intersection with Main Road and extending in an easterly direction for a distance of 7 metres.



- (viii) That the stopping of vehicles be prohibited at all times on the north side of Cresswell Avenue commencing 25 metres east of the line of the western kerbline on Jetty Road and extending in a easterly direction for a distance of 21 metres.
  - (ix) That the stopping of vehicles be prohibited at all times on the east side of Main Road commencing at its intersection with Jetty Road and extending in a northerly direction for a distance of 9 metres.
  - (x) That the stopping of vehicles be prohibited at all times on the east side of Main Road commencing 25 metres north of its intersection with Jetty Road and extending in a northerly direction for a distance of 4 metres.
  - (xi) That the stopping of vehicles be prohibited at all times on the east side of Main Road commencing 43 metres north of its intersection with Jetty Road and extending in a northerly direction for a distance of 16 metres.
  - (xii) That the stopping of vehicles be prohibited at all times on the west side of Main Road commencing at the line of the southern kerbline on Jetty Road and extending in a northerly direction for a distance of 30 metres.
  - (xiii) That the stopping of vehicles be prohibited at all times on the west side of Main Road commencing at the line of the southern kerbline on Jetty Road and extending in a southerly direction and then south westerly direction for 28 metres.
  - (xiv) That the stopping of vehicles be prohibited at all times on the south east side of Main Road commencing at its intersection with Jetty Road and extending in a south westerly direction for a distance of 5 metres.
  - (xv) That the stopping of vehicles be prohibited at all times on the south east side of Main Road commencing 29 metres south west of its intersection with Jetty Road and extending in a south westerly direction for a distance of 23 metres.
  - (xvi) That the stopping of vehicles be prohibited at all times on the south east side of Main Road commencing 62 metres south west of its intersection with Jetty Road and extending in a south westerly direction for a distance of 13 metres.
  - (xvii) That the stopping of vehicles be prohibited at all times on the south east side of Main Road commencing 80 metres south west of its intersection with Jetty Road and extending in a south westerly direction for 20 metres.
- (c) Approve the following Parking Restrictions:
- (i) That a P3 (3 minute) parking restriction between 8.15am and 9.15am and 2.30pm and 3.30pm, school days, be installed on the south side of Cresswell Avenue commencing 17 metres east of the line of the western kerbline on Jetty Road and extending in a easterly direction for a distance of 12 metres.
  - (ii) That a P5 (5 minute) parking restriction at all times be installed on the south east side of Main Road commencing 23 metres south west of its intersection with Jetty Road and extending in a south westerly direction for 6 metres.
- (d) Approve the following Bus Stop:
- (i) That a Bus Stop be installed on the east side of Main Road commencing 29 metres from its intersection with Jetty Road and extending in a northerly direction for a distance of 14 metres.

**12. APPLICATION TO LYTTTELTON/MT HERBERT YOUTH DEVELOPMENT SCHEME – MILLICENT ST. CLARE SMITH**

The Board considered a report seeking funding of \$500 from the Board's Youth Development Scheme as a contribution for Millicent St. Clare Smith to attend the 2013 Peewee International Friendship (ice hockey) Tournament in Canada.

The Board **resolved** to:

- (a) Transfer \$500 from the Lyttelton/Mt Herbert 2012/13 Discretionary Response Fund to the Lyttelton/Mt Herbert 2012/13 Youth Development Scheme.
- (b) Make a grant of \$500 from the Lyttelton/Mt Herbert 2012/13 Youth Development Scheme to Millicent St. Clare Smith towards the 2013 Peewee International Friendship Tournament.

**13. APPLICATION TO LYTTTELTON/MT HERBERT COMMUNITY BOARD 2012/13 DISCRETIONARY RESPONSE FUND**

The Board considered an application for funding from its 2012/13 Discretionary Response Fund from Diamond Harbour Community Association for \$15,000 towards Diamond Harbour Presents.

The Board **resolved** to approve a grant of \$7,000 from its 2012/13 Discretionary Response Fund to Diamond Harbour Community Association for Diamond Harbour Presents.

**14. COMMUNITY BOARD ADVISER'S UPDATE - CONTINUED**

**14.1 CIVIC SQUARE DESIGN CHALLENGE PANEL**

The Board **resolved** to nominate Paula Smith as its representative on the Lyttelton Civic Square Design Challenge Panel.

The meeting closed at 4.50pm.

**CONFIRMED THIS 21ST DAY OF FEBRUARY 2013.**

**PAULA SMITH  
CHAIRPERSON**

**AKAROA/WAIREWA COMMUNITY BOARD AND  
LYTTELTON/MT HERBERT COMMUNITY BOARD  
29 NOVEMBER 2012**

**Minutes of a Joint meeting of the Akaroa/Wairewa Community Board and  
the Lyttelton/Mt Herbert Community Board  
held on Thursday 29 November 2012 at 9.30am in the  
Little River Rugby Clubrooms, 4313 Christchurch-Akaroa Road, Little River**

**PRESENT:** Akaroa/Wairewa Community Board:  
Pam Richardson (Chairman), Lyndon Graham, Leigh Hickey,  
Stewart Miller and Bryan Morgan

Lyttelton/Mt Herbert Community Board:  
Jeremy Agar, Ann Jolliffe, Adrian Te Patu and Andrew Turner

**APOLOGIES:** Apologies for absence were received and accepted from  
Paula Smith and Claudia Reid.

The Boards report that:

**PART C –DELEGATED DECISIONS**

**1. SPORT NEW ZEALAND RURAL TRAVEL FUND FOR BANKS PENINSULA WARD**

The Boards considered a report to allocate within the Banks Peninsula area, the funds from the 2012/13 Sport New Zealand Rural Travel Fund.

The Boards **resolved** to approve the following allocations for disbursement of the Sport New Zealand Rural Travel Fund for 2012/13 and that the Akaroa/Wairewa and Lyttelton/Mt Herbert Community Boards' Chairpersons be given delegated authority to distribute the balance of \$459 to any groups that apply by 31 January 2013. Any unspent funds after this period to be held over for distribution in the 2013/14 financial year.

Recipient	Amount Allocated	Project
Banks Peninsula Rugby Football Club Inc.	\$5,000	To assist with travel costs by providing fuel vouchers and fuel for the community vans and bus travel to rugby training and competition games in the Ellesmere competition district.
Tai Tapu Netball Club	\$980	To assist in transporting 22 girls who live in Banks Peninsula, to games at Lincoln on Saturdays.
Diamond Harbour Rugby Football Club	\$2,900	To assist with travel costs to enable junior club members to compete in the ERSU competition.

The Boards **decided**, due to the Local Body Elections being held in October 2013, to ask staff to advertise the 2013/2014 Sport New Zealand Rural Travel Fund at the end of June 2013 with closing date being 7 August 2013. This would allow reports to be presented to the Boards' September 2013 meetings.

The meeting concluded at 9.56am.

**CONFIRMED THIS 21ST DAY OF FEBRUARY 2013**

**PAM RICHARDSON  
CHAIRMAN**

**PAULA SMITH  
CHAIRPERSON**

**3. DEPUTATIONS BY APPOINTMENT**

**3.1 GOING DIGITAL NZ**

Gary Burt, Community Adviser from Going Digital will give a presentation to the Board.

**3.2 OTAUTAHY YOUTH COUNCIL**

Jen Rodgers, a Facilitator with the Otautahi Youth Council (OYC) will accompany a member of the OYC in a deputation with the aim of setting up an ongoing dialogue with the Board on the subject of a voice for youth.

**3.3 ANDREA MURRAY – LYTTTELTON URBAN DOWNHILL**

Andrea Murray wishes to address the Board regarding a funding application being lodged for this event, which is to be held in Lyttelton on 16 March 2013.

**4. CORRESPONDENCE**

**4.1 MARGARET POOL**

**Attached** is a letter from Margaret Pool regarding the former Albion Hotel site with a request for the name of the hotel to be incorporated into the naming of the site in honour of its history.

**STAFF RECOMMENDATION**

That the correspondence be received and referred to staff working on the Lyttelton Master Plan.

**4.2 DIAMOND HARBOUR AND DISTRICTS HISTORICAL ASSOCIATION INC**

**Attached** is a letter from the Diamond Harbour and Districts Historical Association Inc requesting the preservation and redevelopment of the Godley House site.

**STAFF RECOMMENDATION**

That the correspondence be received and referred to staff for comment.

**4.3 SARA SAHAGIAN**

**Attached** is correspondence from Sara Sahagian with concerns regarding events taking place at Cass and Corsair Bays.

The correspondence has been referred to the Regional Harbour Master and the Lyttelton Police.

**STAFF RECOMMENDATION**

That the correspondence be received.

**4.4 KATHARINA JAEGER**

**Attached** is a letter from Katharina Jaeger with concerns regarding increased activities taking place over the summer in Corsair Bay.

The letter has been referred to staff in the Recreation & Sport Unit.

**STAFF RECOMMENDATION**

That the correspondence be received.

Margaret Pool

14 Fredrica Lane.

Heathcote. 8022.

CH CH

To The Mount Herbert Community Board.

I am writing to you re the Council's purchase of the former Albion Hotel site at 44 London St Lyttelton.

My parents were the last publicans of the Albion before it closed in the late 1960s.

As the building had been the Albion Hotel for at least a hundred years, it would be nice to see its name incorporated in some way into the new site, so that its history is not lost in the new emerging development of Lyttelton. Thank you for your time and I do hope you and our Council will give this some serious consideration.

Yours Sincerely  
Margaret Pool



## *Diamond Harbour and Districts Historical Association Inc.*

18 January 2013

Secretary,  
Jan Studholme,  
P O Box 28.  
Diamond Harbour 8941.  
ph (03) 3294895  
[bstudholme@xtra.co.nz](mailto:bstudholme@xtra.co.nz)

Paula Smith  
Chairman  
Lyttelton-Mt Herbert Community Board  
DIAMOND HARBOUR

Dear Paula  
**Godley House site**

Following discussion at a recent meeting of the Diamond Harbour & Districts Historical Association and at this week's committee meeting, I have been asked to write to the Lyttelton-Mt Herbert Community Board with the Association's thoughts and concerns about the Godley House site.

This Association is very concerned least either the insurance money from Godley House is swallowed up by the City and not reinvested in a building on the site of Godley House, or that the land is sold to developers.

We understand that the site is not officially part of the Stoddart Point Reserve but believe that this should be given priority so that its community aspect is not lost to developers. The site of Godley House is an integral part of Diamond Harbour's history which includes Stoddart Cottage and the Stoddart Weirs, both of which are recognised by the NZ Historical Places Trust.

Godley House has a long and proud association with the Stoddart family and we believe that the earthquakes have given us the opportunity to recognise and enhance that association. Mark was one of the foremost early settlers in this area and his daughter Margaret was one of NZ's foremost artists. Perhaps a new Godley House could even incorporate a Stoddart Art Gallery in which exhibitions could be held from time to time.

Godley House had a unique location overlooking the sparkling waters of the harbour which reminded Mark Stoddart of sparkling diamonds. We would therefore urge the Community Board to bring pressure to bear in the near future to ensure that this land is incorporated into the Stoddart Point Reserve.

At the same time we urge the Community Board to ensure that the insurance money is secured for the redevelopment of the Godley House site, with a building that can act as a social meeting place for the community by providing a restaurant and bar facilities and possibly even a function centre cum art gallery. We appreciate that there may be insufficient money in the first instance but a building could be so designed that it could be added to in the future.

This Association would also remind the present Council of how Godley House came to belong to the Council. It was purchased 100 years ago (1913) by the then Council (Lyttelton Borough Council) by securing the agreement of the Lyttelton ratepayers to raise a loan. The then Council initiated the subdivision of what was known as the Diamond Harbour Estate (which included Godley House) but resisted the temptation to subdivide the land on which Godley House was situated. Instead the Council recognised the benefit of developing Godley House as an accommodation house for the benefit of both the Lyttelton and Diamond Harbour communities, and to attract visitors to the fledgling Diamond Harbour settlement. To encourage use of Godley House even the ferry service was improved.

After a century of being a community asset and attracting many visitors to this side of the harbour, it would be infinitely sad if the Godley House site was lost to the community. Not only would the Diamond Harbour community benefit from such a centre but so would Lyttelton and greater Christchurch.

This Association urges the Community Board to see that the Godley House site is preserved and redeveloped as community asset, thereby recognising a significant part of our history, so much of which has been lost in the past 2 years.

Yours sincerely

Jan Studholme  
Secretary/archivist  
cc Mayor Bob Parker  
CCC Councillors

Email received 7 February 2013

### Regarding Issues at Corsair and Cass Bays

Not sure who to contact about this but we are avid swimmers at Cass and Corsair bay. This year we have noticed an increase in Jetskis within the bays. We have had jetskis pull up on the beach at Corsair bay and jetskis taking off from Cass bay and speeding past us in the water. This has been on multiple occasions and as I said has increased from one incident in the past three years to at least one every time we go swimming this year.

Also of concern is the amount of drinking at the bays by groups of youths. The bays used to be very family friendly, safe, comfortable place to visit. However over the past few years there has been more and more groups of rough youths drinking at the bays and taking over the green spaces. This year it seems to have increased even more. On one midweek occasion we watched a family pour their teenage daughter into the car after she passed out in the parking lot of Cass bay. We have been intimidated by large groups of drunk blokes who have kicked rugby balls into people, taken over the little wharf in the water and generally made the area unsafe and unpleasant.

How do we get the bays back to being family friendly? I won't swim there by myself anymore and I am concerned about glass and around the water. I am also a bit tired of worrying about getting run over by a jetski.

Thanks  
Sara Sahagian

**Letter received via email on 4 February 2013**

Corsair Bay Clutter  
To whom it may concern

One of the nice things about Corsair bay is its peacefulness and beauty. I think this is probably the reason it is so popular with so many people. Up to this point everyone could enjoy going there for a swim or picnic. No car, van, trailer awning, branded placard or flag in immediate sight. When swimming further out and looking back to shore you could enjoy the stunning landscape and the beauty of the immediate bay. If you wanted to go for a paddle you had to carry down your own.

Going down to Corsair Bay recently on a kayak hire day or Wednesday Surfn Turf, suddenly Malls and sportsgrounds come to my mind. Obviously recreation means different things to different people. Recently I noticed more and more 'conveniences' down at the bay such as the parking of a large four wheel drive vehicle and a large covered trailer as part of the Wednesday Surfn Turf activity right by the entrance to the grassy area. The branded placards took up the entire left side of the bay and I thought I had just entered the Westfield Mall. Going for a swim and then looking back to shore at the various brands was obviously what the sponsors had in mind. I couldn't help myself feeling sad for Corsair Bay and all the people who come here to 'get away' from it all.

The kayaks for \$5 rent, a fun idea and an additional convenience to the bay. They take up a very large area of the grassy site. Seeing people having to move to make room for the boats and additional canopy seem wrong and why do the kayak people leave their car or van and trailer there all day???

It's not a big bay. It is not a boating place or a sports ground. Is this perhaps another reason why families come here with very small children? If the council approves these kinds of activities, I do wonder how it monitors them?

Living here in the bay and going for daily swims in summer I certainly have noticed the changes. I also believe these changes now are reflected in the way many people starting to see and USE the bay. If you see parked cars in an area where there weren't any before, doesn't it change how you perceive that place? Can we then blame the young couple on a motor scooter hooning from the changing sheds along the shore to the wharf which I witnessed on Wednesday January 30, if everyone else is claiming the space with trucks, trailers, kayaks, bikes, advertising, sound systems? The issue isn't with the actual swimming events themselves but commercialism and activities and behaviour surrounding them. More and more people are also ignoring the signs and bringing their dogs down. It is a beautiful place and everyone should have a slice of it. But it is also very small and most importantly a fragile environment. To maintain the integrity of the bay, the council needs to take action so this remains a public place where people can come and relax and swim over the summer months without having to put up with the noise and visual pollution surrounding this obvious increase in commercialism.

Regards  
Katharina Jaeger



5. PETITIONS

6. NOTICES OF MOTION

7. RESERVE MANAGEMENT COMMITTEE

7.1 LYTTELTON RECREATION GROUND RESERVE MANAGEMENT COMMITTEE

The minutes of the Lyttelton Recreation Ground Reserve Management Committee meeting of 30 October 2012 are **attached**.

**STAFF RECOMMENDATION**

That the Board receive the minutes of the Lyttelton Recreation Ground Reserve Management Committee meeting held on 30 October 2012 and approve the appointment of Brendon Nolan to the Committee.



## LYTTELTON RECREATION GROUND RMC

**General Meeting** of the Lyttelton Recreation Ground Reserve Management Committee held at the Top Club this day of 30<sup>th</sup> October 2012 commencing at 1900 hours.

**Present:** Alan Goodmanson, David Sanders, Doug Couch & George Birt

**Apologies:** Ian Jackson, Ann Jolliffe, Flo McGregor, Clinton Norris

Chairman opened general meeting and welcomed everyone.

### Minutes of Last Meeting 01/05/12

Minutes circulated and discussed – no matters arising.

Secretary moved for adoption of minutes seconded by Doug Couch (carried).

### Inward/Outward Correspondence

Secretary advised of various emails from council, receipt of Community Board Meeting Minutes and Meeting Agenda.

- Email from Ian Jackson confirming DEE (Detailed Engineering Evaluation) will be released soon and proposed work on kitchen has been put on hold pending report. Citycare will carry out fertilising and drill seeding which is too be completed by end of October.
- No response from letter sent on 08/05/12 to CB Chairperson, Paula Smith, in relation to Adrian TePatu non-attendance of our meetings, being our CB representative.

### Finance

Secretary/Treasurer confirmed bank balance remains at \$1,996.12.

Secretary/Treasurer presented annual financials for y/e 30/06/12.

Secretary moved for adoption of all correspondence and finance report seconded by Doug Couch (carried).

### General Business

#### ***Keys and Padlocks***

We received 20 new keys/padlocks for pavilion and gate. Secretary reminded at close of season all keys to be returned.

#### ***Floodlights***

George Birt suggested we follow up Mike Tweedum (0276 288-718) to request quote for floodlight repairs rather than complete replacements. Secretary advised he had left several messages for Mike to make contact so will follow up again. Approximately twenty (20) bulbs needed between seven poles. This could be the best solution and will keep costs down to a minimum.

***New Committee Member***

Chairman requested new committee member, Brendon Nolan, is to join us given he has been appointed Rugby Development officer. All agreed.

***Tree-Line (Southern East Boundary)***

George Birt suggested we ask council to consider trimming hedge line along boundary given current height and width. All agreed this is overdue so secretary will request Ian Jackson to consider and confirm.

Next meeting to be advised by Secretary – likely before end of February 2013.

Meeting closed 1940 hours.

**David R Sanders**  
**Secretary/Treasurer**

## Lyttelton Recreation Ground Reserve Management

### Income & Expenditure Summary For Year Ended 30<sup>th</sup> June 2012

#### Income

Opening Bank Balance (01/07/11)	1,996.12
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#### Expenses

Total Expenses	Nil
----------------	-----

<b>Surplus</b>	<b>1,996.12</b>
----------------	-----------------

**Closing Bank Balance for Y/E 30/06/12 \$1,996.12**

### Balance Sheet Summary For Year Ended 30<sup>th</sup> June 2012

#### Current Assets

Bank	1,996.12
------	----------

#### Fixed Assets

<b>Total Assets</b>	<b>1,996.12</b>
---------------------	-----------------

#### Current Liabilities

#### Term Liabilities

#### **Total Liabilities**

<b>Equity/Surplus</b>	<b>1,966.12</b>
-----------------------	-----------------

Note: No transactions occurred during this financial year.

Prepared by Treasurer  
David R Sanders  
22/08/12

8. **LYTTELTON/MT HERBERT COMMUNITY BOARD RECESS COMMITTEE MEETING –  
5 FEBRUARY 2013**

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

**PURPOSE OF REPORT**

The purpose of this report is to submit the outcomes of the Lyttelton/Mt Herbert Community Board's Recess Committee meeting held on Tuesday 5 February 2013. The meeting commenced at 1.40pm.

The meeting was attended by the Recess Committee members Paula Smith (Chairperson), Jeremy Agar (Deputy Chairperson), Ann Jolliffe, Claudia Reid, Adrian Te Patu and Andrew Turner.

**1. APOLOGIES**

An apology for lateness was received and accepted from Paula Smith (2.15pm) who was not in attendance for part of the discussions on the Capital Endowment Fund applications.

An apology for early retirement from the meeting was received and accepted from Adrian Te Patu who left the meeting (2.32pm) and was not present during the resolution process on the Capital Endowment Fund applications.

**2. APPLICATIONS TO THE CAPITAL ENDOWMENT FUND**

The Committee considered nominations for Phase One of the Capital Endowment Fund – Special One-off Project Scheme.

Andrew Turner declared an interest in the application from Project Lyttelton and did not take part in the voting on that application.

Jeremy Agar declared an interest in the applications from the Summit Road Society and the Lyttelton Historical Museum Society, and did not take part in the voting on those applications.

The Committee **resolved** to approve the following nominations to Phase One of the Capital Endowment Fund – Special One-off Project Scheme:

	<b>Group</b>	<b>Project</b>	<b>Amount</b>
1.	Project Lyttelton (on behalf of Harbour Arts Collective)	Tin Palace Gallery and Studio/Workshop	\$55,000
2.	Lyttelton Historical Museum Society Incorporated	Distributed Exhibition	\$43,200
3.	Lyttelton Historical Museum Society Incorporated	Feasibility Study	\$52,000
4.	Greenspace Unit (Board Bid)	Heritage Plaques and Apps	\$10,700
5.	Lyttelton/Mt Herbert Community Board	Head to Head Walkway	\$13,750
6.	Summit Road Society	Geotechnical Survey of Ohinetahi Reserve	\$15,000
<b>TOTAL</b>			<b>\$189,650</b>

The Committee **resolved** that the following applications be deferred to the second phase of this scheme in order that more information could be obtained.

- Lyttelton/Mt Herbert Community Board – Civil Defence, Lyttelton Emergency Plan - \$6,000
- Allandale Reserve Management Committee – Allandale Hall - \$835,000
- Greenspace (Board Bid) – Lyttelton Cemetery Restoration - no amount submitted.

8 Cont'd

The Committee **decided** that the Stoddart Cottage Trust's application for a celebration event could be more appropriately funded through other avenues, such as the Small Grants Fund, and that the Trust should be advised accordingly.

The Committee supported the holding of an opening event for the Lyttelton Swimming Pool.

**3. DRAFT CEMETERIES BYLAW – BOARD'S SUBMISSION**

The Board **resolved** that the Board Chairperson be delegated the authority to approve the final submission to the Draft Cemeteries Bylaw, Handbook and Master Plan.

The meeting concluded at 3pm.

9. **NEW ZEALAND LOCAL BOARDS AND COMMUNITY BOARD'S CONFERENCE 2013 – BOARD MEMBERS' ATTENDANCE**

<b>General Manager responsible:</b>	General Manager Regulation and Democracy Services, DDI 941-8462
<b>Officer responsible:</b>	Acting Community Board Support Team Leader
<b>Author:</b>	Liz Carter, Community Board Adviser

**PURPOSE OF REPORT**

1. The purpose of this report is to seek approval for a number of Lyttelton/Mt Herbert Community Board members to attend the 2013 New Zealand Community Boards Conference in Wanaka on 9 to 11 May 2013.

**EXECUTIVE SUMMARY**

2. The conference is being held in Wanaka from Thursday 9 to Saturday 11 May 2013. The theme for the conference is 'local communities, local leadership' and will be looking at the innovative ways that Councils, Boards and outsiders are successfully accepting the challenges that leadership in communities presents. Refer **Attachment 1**.
3. The programme includes key-note speakers and inter-active workshops hosted by experts, and the presentation of the Best Practice Awards in recognition of community board projects and initiatives which have made a difference.
4. The Conference therefore provides an opportunity for community boards to submit an entry to the Best Practice Awards to showcase a project or initiative. Refer **Attachment 2**.

**FINANCIAL IMPLICATIONS**

5. The total attendance cost per member will be approximately \$1,750. The conference registration fee for each appointed delegate is \$745 exclusive of GST, noting this is the earlybird rate until close of business on 29 March 2013, after which the cost will be \$845. In addition, accommodation for two nights would be approximately \$350 per person. A travel budget is also available and staff will finalise travel arrangements for attendees.
6. The balance of the Board's 2012/13 operational budget for travel, conference and training would enable up to two members to attend the conference.

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

7. Yes.

**LEGAL CONSIDERATIONS**

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

8. There are no direct legal implications involved. A Community Board resolution is required for expenditure for attendance of Board members at conferences.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

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

9. Not applicable.

**ALIGNMENT WITH STRATEGIES**

10. Not applicable.

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

11. Not applicable.

**9 Cont'd**

**CONSULTATION FULFILMENT**

12. Not applicable.

**STAFF RECOMMENDATION**

It is recommended that the Board give consideration to approving the attendance of a number of Board members to the 2013 New Zealand Local Boards and Community Boards Conference in Wanaka from 9 to 11 May 2013.



## Invitation

On behalf of the Wanaka Community Board and the Wanaka community, I invite you to Wanaka for the New Zealand Community Boards Conference 2013. We are very proud of our town and our district and look forward to sharing it all with you from 9 to 11 May 2013 and hopefully longer!

The venue is great and the conference program is exciting and engaging, but the success and value of the conference rests with you. We need the Community Board members, Mayors, Councillors, Local Board members and staff who work for our communities throughout New Zealand to come together and be motivated, invigorated and at the end, better local leaders.

I realise for some it is a long way to come but I assure you it will be worth it. We will look after you and ensure you have a good time because that is what Wanaka does!

It all starts with a cocktail party on the edge of Lake Wanaka at which I look forward to meeting and greeting you in a truly Wanaka way.

### **Lyal Cocks**

Chairman, Wanaka Community Board

Dear conference delegates

May 2013 will see the Queenstown Lakes District Council hosting the ninth Community Boards Conference in Wanaka. Your Executive, CBEC, has been hard at work putting together a programme for the Conference which will be interesting, challenging and informative. The theme of the Conference is "local communities, local leadership". I encourage all Community Boards to make this conference a must attend event, as we all have so much to learn about the innovative ways that Councils, Boards and outsiders are successfully accepting the challenges that leadership in our communities throws at us.

At this conference there will be an accent on the future, with one of the keynote speakers being a recent Canadian Nuffield scholar Leona Dargis, who will share her remarkable story with us and illustrate how, with good decision making, all things are possible, even when faced with extreme adversity. Sam Johnson will give his slant on leadership and how it can be applied both in life and in the future of the Community Board family and Trevor Johnston, the recently retired CEO of Riverland Meats will share his vast experience and tried and true methods of inspiring and leading organisations.

Addresses from the Minister of Local Government, the Hon David Carter, the President of Local Government New Zealand, Lawrence Yule, and its new CEO Malcolm Alexander, will allow us the first opportunity to share the considerable developments in the local body sector post the last elections and the then recent government reforms which affect us all.

When you combine these speakers with a range of informative workshops, an entertaining social programme allowing for invaluable networking, and the beauty of the Wanaka setting you can see why I rate this conference as a must attend event.

### **Mick Lester**

Chair, New Zealand Community Boards Executive Committee

## COMMUNITY BOARD EXECUTIVE COMMITTEE BEST PRACTICE AWARDS

An opportunity for your community board to showcase a project or initiative and a chance to win the supreme best practice award

### What are the awards?

- the Community Boards Best Practice Awards recognise excellence in the implementation of projects and initiatives in local governance
- these awards are offered by the New Zealand Community Board Executive Committee (CBEC)
- prizes will be presented to the winners along with a runner up of each category (see below)
- a supreme winner will be chosen by CBEC from the winners of the individual categories.

### The objectives of the awards are:

- recognition of significant contributions made by Community Boards to the process of achieving excellence in local governance
- development of the award's scheme as a learning tool for quality improvements in the functioning of Community Boards
- fostering the exchange of the best practice and innovative ideas.

### Categories

#### Leadership

The Judges will be looking for:

- an individual or Community Board whose contribution has enhanced the work or reputation of Community Boards
- examples that show a Community Board which has commissioned (jointly or singly) a project that has made a significant benefit to a part or all their communities' wellbeing
- a Community Board that has adopted a facilitation role to address a community problem, i.e. has helped organisations to help themselves

The Winner will receive the Yvonne Palmer Leadership Trophy and will hold the trophy for two years.

#### Enhancing Communities

The Judges will be looking for:

- projects or initiatives through which a Community Board has promoted diversity in their communities or contributed to harmonious relationships
- have made a community safer
- have incorporated the views of young people in their decision making or addressed the needs of children and young people in their areas
- a Community Board initiative that has protected or enhanced its community's heritage (this includes all types of heritage e.g. cultural, natural etc.)

#### Engaging Communities

The Judges will be looking for examples:

- where Community Boards have employed innovative approaches to consultation and/or where consultation resulted in a better policy or programme outcomes
- Community Boards that have addressed a community concern by partnering with another agency such as its parent Council, another Board or external agency and/or community group
- for projects and initiatives that highlight good relationships between Boards and Maori and/or other ethnic organisations in their communities

#### Supreme Winner

In addition, from each of these categories CBEC will select an overall winner, which will reflect the project or initiative that is the most innovative and resulted in the greatest community value.

#### How to enter

- you can submit as many entries as you wish, however, each entry should relate to a single category only and specifically address the purpose of that category. The judges may transfer entries into a different category if they feel this is appropriate
- applications can be in the format of your choice (such as a PowerPoint presentation/video/photos, etc)
- electronic submissions will make it easier to share your project information after the Conference
- each application should include all the relevant information relating to your application.

#### What information to provide:

- the name of the project
- the Community Board and parent Council
- a contact person's name, address, telephone numbers/s, fax number and email address (if available)
- the category and how the entry meets this category
- brief description of how the initiative was implemented and what was achieved
- period during which the initiative was undertaken
- who was involved in the initiative (including local government agencies, community organisations, businesses, individuals, etc) and how you got them involved
- brief estimation of the total initiative's cost, how the finance was achieved (eg rates, grants, etc) and any cost savings
- brief explanation of improvements in service quality and/or other benefits
- information on lessons learned, including barriers encountered, what you would do differently next time, and how the initiative might be useful to other Community Boards

**Address your entry to:**

Jan Maxwell  
Arts and Events Facilitator  
Community Services Team  
Queenstown Lakes District Council  
Private Bag 50072  
10 Gorge Road  
Queenstown  
or email to [Jan.Maxwell@qldc.govt.nz](mailto:Jan.Maxwell@qldc.govt.nz)

**Closing date for entries**

5.00pm Monday 28 February 2013. No late entries will be accepted.

**Judging process**

All applications will be reviewed by the Conference Judging Panel.

**Announcement of the winners**

The Awards will be announced and presented at the Best Practice Awards Dinner on 10 May 2013 held during the Community Board Conference (9-11 May 2013).

**Showcasing best practice**

To promote best practice in the functioning of Community Boards and to foster the exchange of best practice and innovation, winning entries will be featured on the [Local Government New Zealand website](#).

By entering the awards you are agreeing to the publication of your entry.

## 10. LYTTTELTON TENNIS CLUB – 1 SEAVIEW TERRACE – PROPOSED LEASE

<b>General Manager responsible:</b>	General Manager, City Environment, 941 8608
<b>Officer responsible:</b>	Unit Manager, Transport and Greenspace
<b>Author:</b>	Nick Jenkins, Leasing Consultant

**PURPOSE OF REPORT**

1. The purpose of this report is to seek the Lyttelton/Mt Herbert Community Board's recommendation to the Council that a lease be granted to the Lyttelton Tennis Club Incorporated over the existing club rooms and tennis court facilities situated at 1 Seaview Terrace, Lyttelton for a maximum term of 33 years as shown in the attached plan (refer **Attachment 1**).

**EXECUTIVE SUMMARY**

2. The Lyttelton Tennis Club Incorporated ('the Club') has requested a lease over the premises of 1 Seaview Terrace which contains paved tennis courts and a tennis pavilion (club rooms). The Council's Greenspace Unit supports a new lease being granted for a period of 11 years, with two further rights of renewal for 11 years each – a total of 33 years.
3. The group have received a grant of \$34,000 from Vodafone New Zealand which they intend to contribute towards the repairs and maintenance of the pavilion to be used as a club room for the group.
4. The main use of the club rooms will be for members to meet while playing tennis and engage in social activities. Tennis is the main recreational purpose of the Club. The public will also have access to the courts when not used for club lessons and events.

**FINANCIAL IMPLICATIONS**

5. In consideration of the substantial investment the group are making to the upgrade of the building, it is recommended that the Council consider meeting the costs of public consultation and preparation of the lease document on behalf of the Club. This cost is likely to be in the vicinity of \$500 - \$700.
6. There will be no additional financial implications to the Council beyond the proposed costs outlined in paragraph five.
7. Given the contribution from the Club to upgrade the building and facilities, the annual rent will be \$1 per annum plus GST. This is a departure from the Council's practice of charging a market rent for the lease of buildings. However, the Council has previously granted leases to clubs and organisations who have contributed to the building upgrades such as the Akaroa and Avonhead Playcentres. A desktop valuation for this building, once fully refurbished, would return an annual rental of approximately \$800 per annum.

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

8. The proposal will not impinge on LTCCP budgets, with staff time required to put in place a new sports club lease, and the cost of consultation, being covered from existing operational budgets.

**LEGAL CONSIDERATIONS**

9. The land is held as Recreation Ground under the Local Government Act 2002 and the Council as administering authority must publicly advertise the proposal in accordance with section 138 of that Act, before determining whether or not to grant a new lease over the premises.
10. Unregistered leases may be granted for a period up to 35 years under provisions of the Resource Management Act. In keeping with leases granted to other sporting organisations under the Reserves Act 1977, resolution to grant a lease for a maximum term of 33 years is sought.

10 Cont'd

11. There is an obligation on the Council to grant a new lease only if it considers there is sufficient need to continue providing facilities for tennis, and there is not a greater demand for some other sport or recreational activity that will provide a greater public benefit. The facility is purpose built for playing tennis and is considered the best use for the premises. Therefore it is recommended that a new lease be put in place to utilise the facility.

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

12. Yes, see paragraphs 9-11 above. If the Board approves the proposal the Corporate Support Manager may conclude and administer the lease.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

13. The proposal is aligned with the LTCCP Community Outcome number 2 '*A city of inclusive and diverse communities*'. Granting the lease agreement will offer the local community a diverse range of activities and encourage participation.
14. The proposal is aligned with the LTCCP Community Outcome number 6 '*A healthy city*'. Granting the lease agreement will encourage use of the facility and support the health and wellbeing of the local community.
15. The proposal is aligned with the LTCCP Community Outcome number 7 '*A city for recreation, fun and creativity*'. Granting the lease agreement will encourage stronger participation in sporting activities, physical exercise, and enable the general public to gain another experience in life by playing tennis.

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

16. Yes, refer to paragraphs 13-15 above.

**ALIGNMENT WITH STRATEGIES**

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

17. Aligns with:
  - Open Space Strategy
  - Physical Recreation & Sports Strategy
  - Youth Strategy.

**CONSULTATION FULFILMENT**

18. The Council has publicly advertised the proposal to lease for a period of 11 years, with two further rights of renewal of 11 years each. An advertisement appeared in The Press and The Akaroa Mail providing interested parties with the opportunity to obtain further information on the proposed lease, or provide comment no later than 27 January 2013. Staff will provide the Board with a verbal update at the Community Board meeting on any feedback as a result of the advertisements. There will be no further consultation requirements.

**STAFF RECOMMENDATION**

That the Lyttelton/Mt Herbert Community Board recommends:

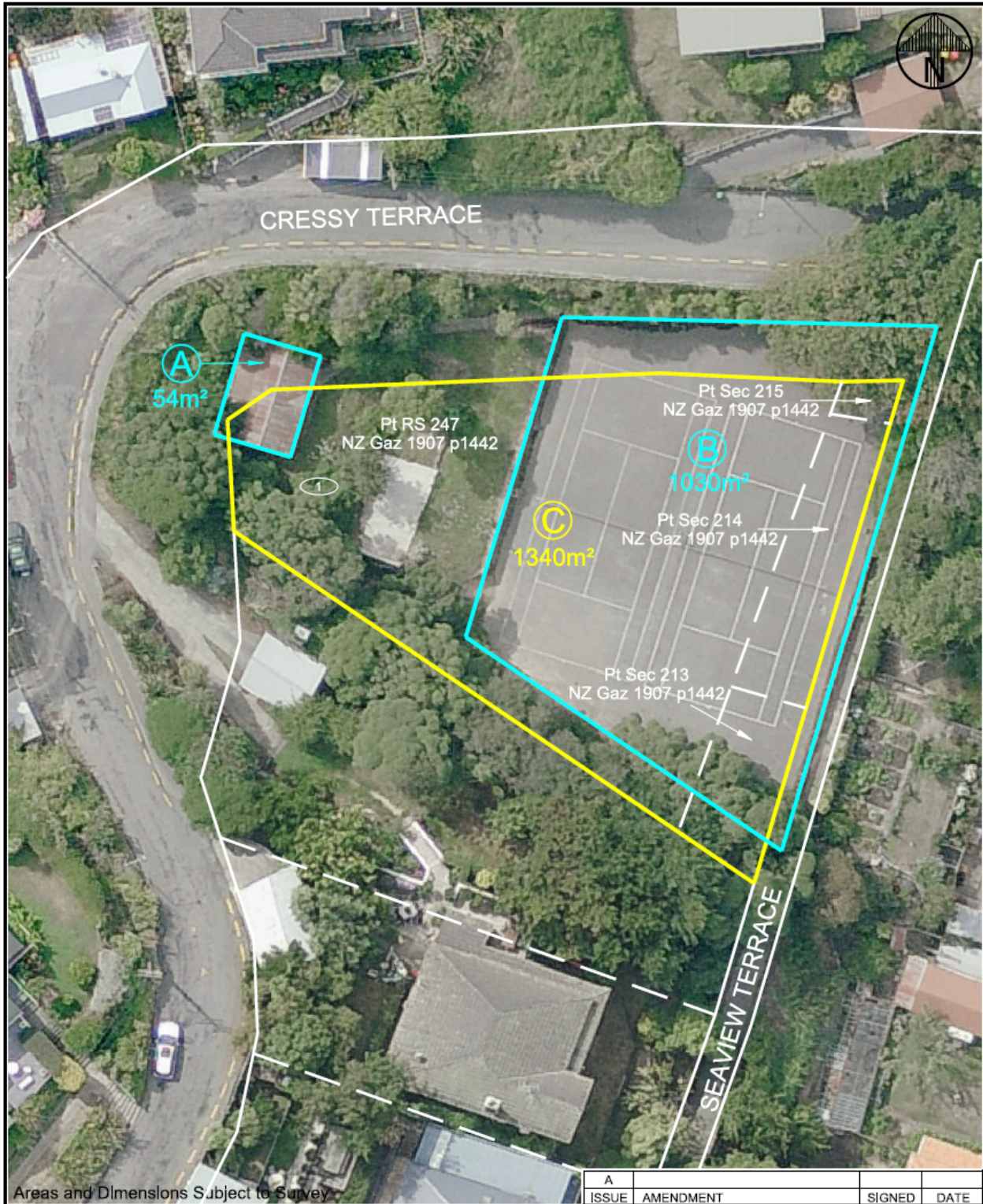
- (a) That the Council approve the granting of a lease to Lyttelton Tennis Club Incorporated over the land and building situated at 1 Seaview Terrace, on which a pavilion/club rooms and tennis courts are located, being approximately 1342 square metres of Part Rural Section 247, Part Section 213, Part Section 214 and Part Section 215 held in the Canterbury Land Registry as recreation grounds, for a period of up to 33 years broken into three 11 year periods with rights of renewal at the end of the first two periods of 11 years.

10 Cont'd

- (b) That any rights of lease renewal exercised by the Lyttelton Tennis Club Incorporated are subject to Council officers being satisfied with the lease terms and conditions being complied with, and that there is sufficient need for the sports, games, or other recreational activity specified in the lease, and that in the public interest some other sport, game, or recreational activity should not have priority.
- (c) That the Corporate Support Manager conclude and administer the terms of the lease.

**BACKGROUND**

- 20. The Lyttelton Tennis pavilion was built pre-1930 by local residents and throughout the years has been managed by local residents with no formal lease in place.
- 21. Members of the public had free access to the playing surfaces which were maintained by the local Council. The pavilion/changing rooms fell into disrepair with no maintenance undertaken for the past 20 years.
- 22. The Lyttelton/Mt Herbert Community Board was approached by a number of residents who were actively promoting tennis in the community and were interested in using the pavilion. The Council officers advised that a lease between the group and the Council would be the best course of action to provide the group with exclusive use of the pavilion. Negotiations with the group were undertaken and a draft Deed of Lease prepared.
- 23. The group became registered as an incorporated society in November 2011 as "Lyttelton Tennis Club Incorporated". Incorporation not only provided the Council with a legal entity to deal with but also opened up funding opportunities for the Club.
- 24. The Club has successfully managed to raise funds from local and corporate organisations for the upgrade of the pavilion.
- 25. The Council is undertaking earthquake repairs to the playing surfaces and retaining walls. The Detailed Engineering Assessment has been undertaken and the building may be occupied by the public.
- 26. The Club is working in co-operation with the Council's Greenspace Asset Planner to schedule and plan maintenance works and upgrades to the building.



Areas and Dimensions Subject to Survey

A	ISSUE	AMENDMENT	SIGNED	DATE
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# LYTTELTON TENNIS CLUB LEASE & LICENCE AREAS

<p><b>Christchurch City Council</b></p> <p><b>CAPITAL PROGRAMME GROUP</b></p>	SURVEYED		DRAWING NUMBER	ORIGINAL SHEET SIZE	SCALES
	DRAWN	JA	RPS443-30	A4	1:400
	DATE	08/2012	FILE REFERENCE		
© COPYRIGHT CHRISTCHURCH CITY COUNCIL AERIAL PHOTOGRAPHY © COPYRIGHT TERRALINK INTERNATIONAL LIMITED			PROJECT NUMBER	SHEET	
			<b>RPS 443</b>	<b>1 OF 1</b>	

**11. BRIEFINGS**

**11.1 LYTTTELTON MASTER PLAN IMPLEMENTATION UPDATE**

Staff will update the Board on progress with the implementation of the Lyttelton Master Plan.

**12. COMMUNITY BOARD ADVISERS UPDATE**

**12.1 BOARD FUNDING BALANCES**

A copy of the Board's funding balances as at 31 January 2013 is **attached** for members' information.

**12.2 BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE – 20 NOVEMBER 2012**

The minutes of the Banks Peninsula Water Management Zone Committee meeting held on 20 November 2012 are **attached** for members' information.

**12.3 LOCAL EARTHQUAKE RECOVERY CO-ORDINATION**

The Community Board Adviser will update the Board.

**12.4 CUSTOMER SERVICES REQUESTS: 1 NOVEMBER 2012 – 31 JANUARY 2013**

**Attached** for members information.

**12.5 SPORT NEW ZEALAND RURAL TRAVEL FUND**

**Attached** are the notes from a meeting of the two Banks Peninsula Community Board Chairpersons to consider, under delegated authority, a late application to the Sport New Zealand Rural Travel Fund.

**12.6 LYTTTELTON/MT HERBERT COMMUNITY BOARD OBJECTIVES**

At its December 2012 meeting the Board expressed a wish to add an objective to reflect that Lyttelton/Mt Herbert is a "place where people enjoy living".

The Board may wish to discuss this suggestion.

**12.7 ONBOARD NEWSLETTER**

Discussion on suitable items to be included in the next edition of OnBoard.



Lyttelton/Mt Herbert Discretionary Response Fund 2012/13		Board Approval
Budget	\$ 12,799.00	
Unspent funds from 2011/12 projects	\$ 11,255.00	
<b>TOTAL</b>	<b>\$ 24,054.00</b>	
<b>Youth Development Scheme</b>		
<i>Allocations made</i>		
Millicent St Clare Smith	\$ 500.00	13.12.2012
<b>Youth Development Scheme Balance</b>	<b>\$ 500.00</b>	
<b>Discretionary Response Fund - Total Allocation</b>	<b>\$24,054.00</b>	
<i>Allocations made</i>		
Sumner Patrol Watch Car	\$ 500.00	20.9.2012
Governors Bay Pottery Group	\$ 3,210.00	15.11.2012
Otamahua/Quail Island Ecological Restoration Trust	\$ 4,000.00	15.11.2012
Lyttelton Reserves Management Committee	\$ 1,500.00	15.11.2012
Lyttelton Volunteer Fire Brigade	\$ 1,500.00	15.11.2012
Diamond Harbour Community Association	\$ 7,000.00	13.12.2012
<b>Discretionary Response Fund Balance</b>	<b>\$18,210.00</b>	
<b>TOTAL: Lyttelton/Mt Herbert Discretionary Response Fund Unallocated</b>	<b>\$ 5,844.00</b>	
<b>Earthquake Donations</b>		
Pahiatua on Track (Community Board)	\$500.00	
Otago Peninsula Community Board	\$ 4,000.00	
<i>Allocations made</i>		
<b>Earthquake Donations Fund Balance</b>	<b>\$ 4,500.00</b>	

**BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE  
20 NOVEMBER 2012**

**A meeting of the Banks Peninsula Water Management Zone Committee was held in Little River Rugby Clubrooms on Tuesday 20 November 2012 at 4.05pm**

**PRESENT:** Richard Simpson, Community Representative (Chairperson)  
Donald Couch, Commissioner Environment Canterbury  
Yvette Couch-Lewis, Community Representative  
Iaeen Cranwell, Te Rūnanga o Wairewa  
Steve Lowndes, Community Representative  
Pam Richardson, Community Representative  
Pere Tainui, Te Rūnanga o Ōnuku  
Kevin Simcock, Community Representative  
June Swindells, Te Hapu O Ngati Wheke  
Wade Wereta-Osborn, Te Rūnanga o Koukourarata

**APOLOGIES:** An apology for absence was received and accepted from Councillor Claudia Reid. Iaeen Cranwell arrived at 4.15pm and was absent for clauses 1 and 2. Donald Couch departed at 7pm and was absent for part of clause 8 and clause 9.

The meeting was opened with a karakia from Wade Wereta-Osborn.

**1. CONFIRMATION OF MINUTES – 16 OCTOBER 2012**

It was **decided** that the minutes of 16 October 2012 be approved as a true and accurate record.

**2. DEPUTATIONS BY APPOINTMENT**

Nil.

**3. IDENTIFICATION OF URGENT ITEMS**

The Committee received information on a booklet titled "Ecosystem Health Within the Koukourārata Mātaitai 2008-2010". The booklet is considered the first academic study on the Koukourārata harbour. The Committee requested a copy be sourced to be used as reference material.

The Committee were advised that coastal projects could be scoped and possibly funded by Environment Canterbury if they met the correct criteria. The Committee agreed to instigate an initial discussion regarding recommendation 5.1 of the draft Zone Implementation Programme (ZIP).

**4. IDENTIFICATION OF ANY GENERAL PUBLIC CONTRIBUTIONS**

The Committee received a verbal presentation from Kenz Sitarz. He is interested in Lake Forsyth/Wairewa and the mechanism used for discharging into the sea. He would like to see a consistent opening to the lake.

**5. CONFIRMATION OF 2013 ZONE COMMITTEE MEETING DATES**

The Committee **decided** to approve dates for the 2013 Banks Peninsula Water Management Zone Committee. The 2013 dates for committee meetings are:

19 February	20 August
19 March	17 September
23 April	22 October
21 May	19 November
18 June	17 December
23 July	

**6. REFLECTION ON DRAFT ZONE IMPLEMENTATION PROGRAMME**

The Committee reflected on the work achieved in 2012 towards the draft Zone Implementation Programme.

**7. DEBRIEF FROM PUBLIC CONSULTATION MEETINGS ON THE PENINSULA**

The Committee discussed feedback received at the four public consultation meetings held around Banks Peninsula from 29 October – 1 November 2012 (refer **attached**).

The Committee suggested that actions taken with public submissions are recorded.

The Committee **decided** to form a sub-committee which will meet to consider submission changes to the draft Zone Implementation Programme (ZIP) and report back to the Committee at the December meeting. The sub-committee will include Yvette Couch-Lewis, Richard Simpson, Kevin Simcock and Peter Kingsbury, Principal Adviser – Christchurch City Council.

**8. MOVING FROM DRAFT TO FINAL ZONE IMPLEMENTATION**

The Committee suggested actions to achieve the final draft of the Zone Implementation Programme which included the following:

- chapter 4 being changed to chapter 1
- more interesting print layout
- additional information on pakeha history
- additional photos of what can be achieved through environmental care
- check that the document is comprehensive and includes all the areas in Banks Peninsula.

The Committee **agreed** for Steve Lowndes to work with Environment Canterbury on the graphic presentation requirements for the Zone Implementation Programme (ZIP).

**9. PRONUNCIATION PRACTICE / CULTURAL AWARENESS**

The Committee participated in a short pronunciation practice in Te Reo.

The meeting concluded at 7.35pm.

**CONFIRMED THIS 18TH DAY OF DECEMBER 2012**

**RICHARD SIMPSON  
CHAIRPERSON**

**Streets Maintenance CSR Received By Community Board  
from 1 Nov 2012 to 31 Jan 2013**

As at 7 Feb 2013 13:43



Click on a type to drill down to subtypes

<u>Call Types</u>	<u>Bur / Peg</u>	<u>Fen / Wai</u>	<u>Hag / Fer</u>	<u>Ric / Wig</u>	<u>Spr / Hea</u>	<u>Shr / Pap</u>	<u>Aka / Wai</u>	<u>Lyt / MtH</u>	<u>Unknown</u>	<u>Totals</u>
GRA Graffiti	722	433	822	271	496	630	3	38	130	3,544
PAG Parks General	2	3	7	4	5	3	3	3	0	30
PAM Parks Maintenance	113	59	153	136	104	77	21	34	19	716
PKE Parking Enforcement	33	31	38	29	30	29	0	5	0	195
SER Sewer Reactive Maintenance	157	32	120	31	83	68	11	13	6	521
SET Treatment Plant	0	0	20	0	0	1	1	0	0	22
STA Road Markings	10	18	12	21	13	18	3	2	2	100
STB Bus Stops Shelters and Lanes	9	9	17	6	12	6	0	0	2	61
STE Street Cleaning / Sweeping	137	124	295	294	168	150	8	21	25	1,222
STF Footpaths	47	67	106	101	89	114	5	8	4	541
STL Street Lights	30	23	22	32	18	21	1	5	4	156
STM Street Maintenance	159	101	230	140	153	127	41	32	32	1,015
STQ Traffic Engineer Community Enq	13	40	39	43	38	17	7	8	9	213
STS Street Signs	53	109	119	121	67	108	16	14	17	623
STW Pavement Weed Control	6	3	12	4	2	7	1	1	0	36
STX Street Grass Maintenance	55	49	99	77	61	82	5	8	8	444
STY Street Shrubs Maintenance	19	34	64	42	52	74	6	13	32	337
TSA Park Trees	24	54	61	76	65	38	2	8	8	336
TSS Street Trees	95	230	135	103	92	197	7	15	23	897
WAQ Water Quality	43	8	12	8	16	44	2	0	1	134
WAR Water Reactive Maintenance	343	376	525	313	565	347	85	104	46	2,704
WWE Waterways Environmental Asset	9	29	11	25	14	40	3	0	18	149
WWG Waterways General	5	3	10	8	15	5	4	4	2	56
WWU Waterways Utilities	10	15	28	18	26	25	2	4	18	146
<b>Totals:</b>	<b>2,096</b>	<b>1,849</b>	<b>2,956</b>	<b>1,904</b>	<b>2,183</b>	<b>2,230</b>	<b>236</b>	<b>339</b>	<b>406</b>	<b>14,198</b>

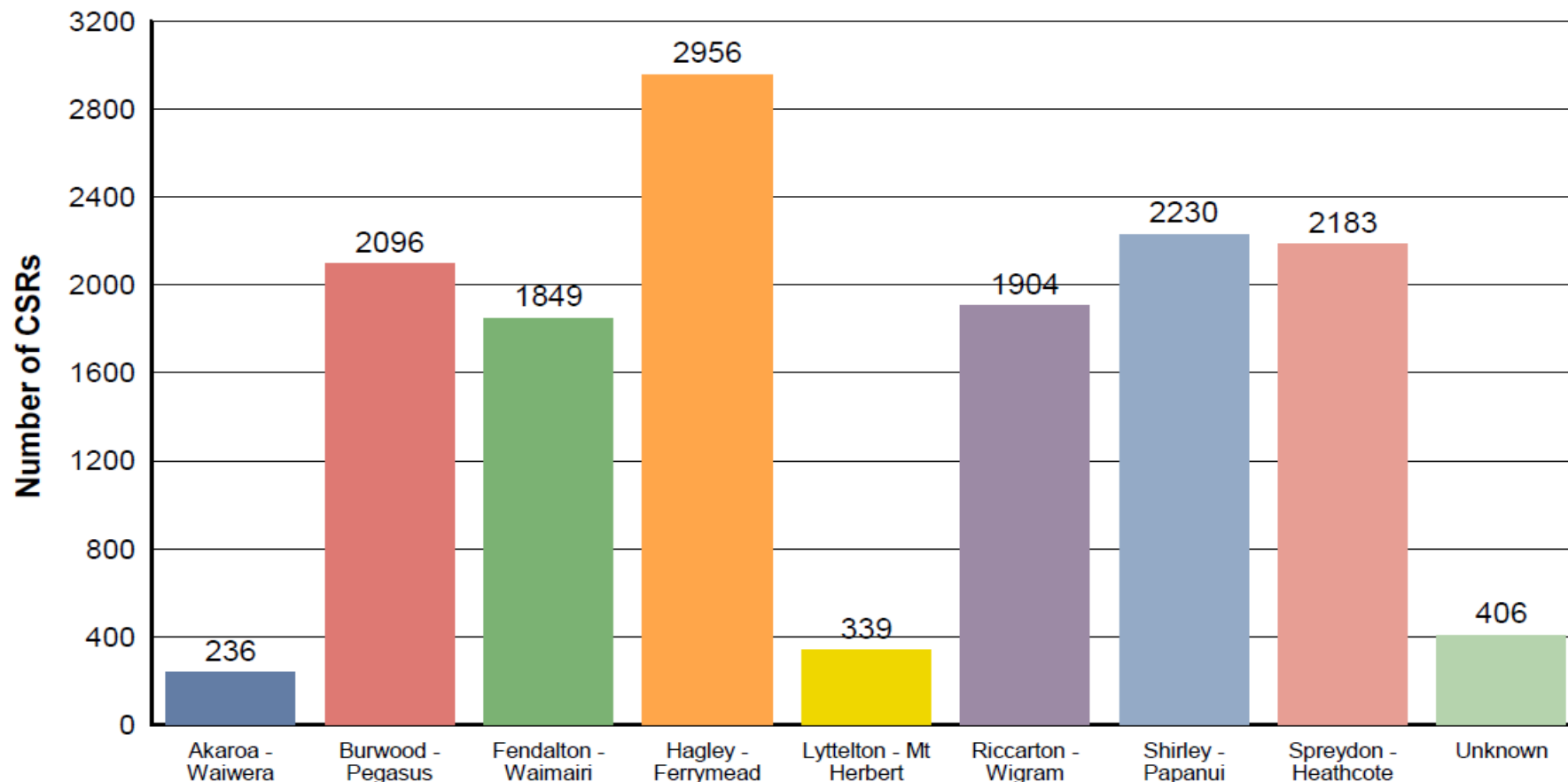
**Streets Maintenance CSR Calls Received By Community Board  
from 1 Nov 2012 to 31 Jan 2013**

As at 7 Feb 2013 13:43

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

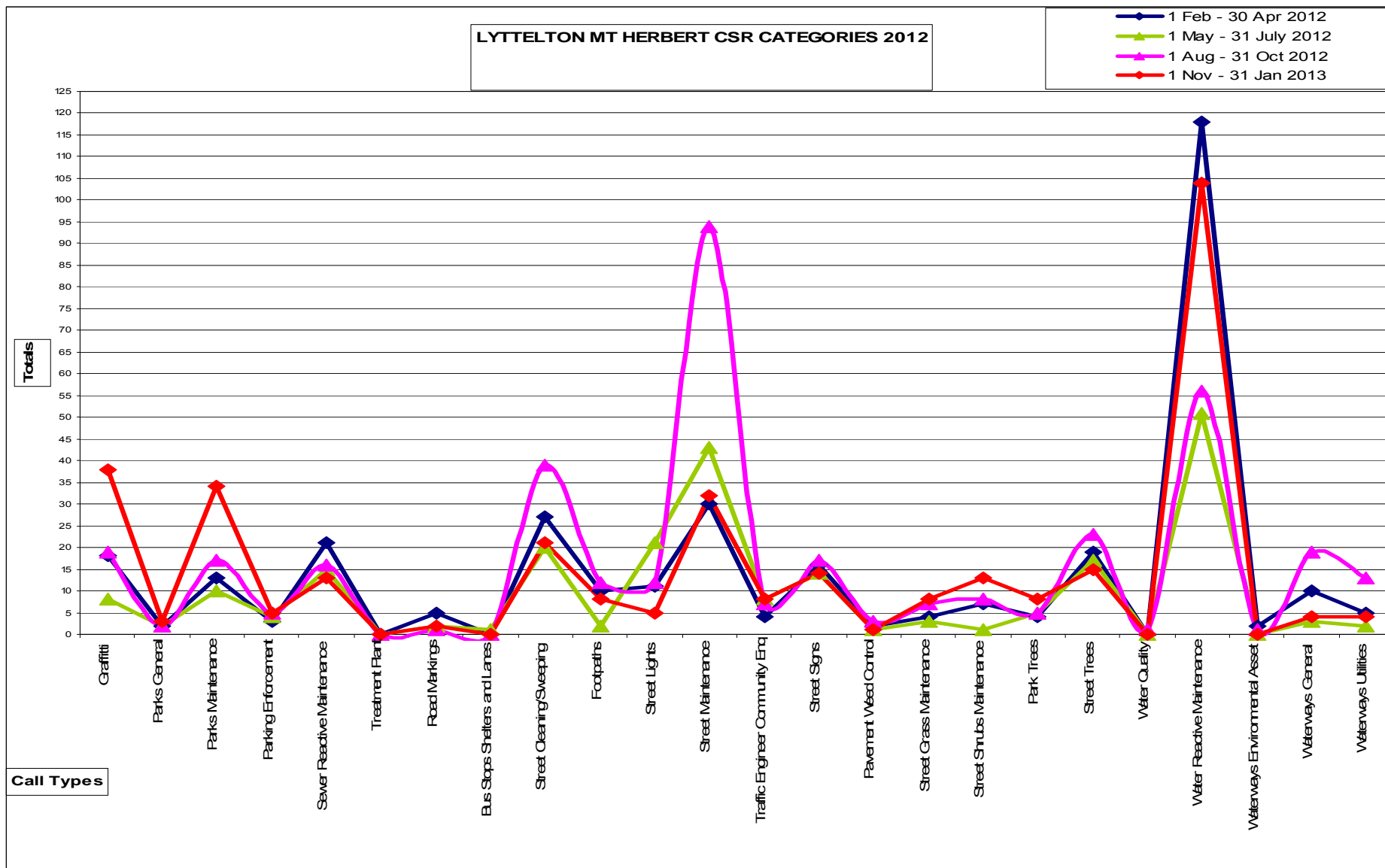


## Number of CSRs



LYTTELTON/MT HERBERT - CUSTOMER SERVICE REQUESTS

	1 Feb - 30 Apr 2012	1 May - 31 July 2012	1 Aug - 31 Oct 2012	1 Nov - 31 Jan 2013	TOTAL
Graffiti	18	8	19	38	83
Parks General	2	2	2	3	9
Parks Maintenance	13	10	17	34	74
Parking Enforcement	3	4	5	5	17
Sewer Reactive Maintenance	21	15	16	13	65
Treatment Plant	0	0	0	0	0
Road Markings	5	2	1	2	10
Bus Stops Shelters and Lanes	0	1	0	0	1
Street Cleaning/Sweeping	27	20	39	21	107
Footpaths	10	2	12	8	32
Street Lights	11	21	12	5	49
Street Maintenance	30	43	94	32	199
Traffic Engineer Community Enq	4	8	7	8	27
Street Signs	16	14	17	14	61
Pavement Weed Control	2	1	3	1	7
Street Grass Maintenance	4	3	7	8	22
Street Shrubs Maintenance	7	1	8	13	29
Park Trees	4	5	5	8	22
Street Trees	19	17	23	15	74
Water Quality	0	0	1	0	1
Water Reactive Maintenance	118	51	56	104	329
Waterways Environmental Asset	2	0	1	0	3
Waterways General	10	3	19	4	36
Waterways Utilities	5	2	13	4	24
	331	233	377	339	1281



**Meeting Notes**

## Notes of a meeting of Banks Peninsula Community Boards' Chairpersons

<b>Date</b>	Tuesday 29 January 2013	<b>Time</b>	3.50pm	<b>Venue</b>	Little River Service Centre
<b>Chair</b>	N/A				

<b>Attendees</b>	Pam Richardson – Chairman, Akaroa/Wairewa Community Board Paula Smith – Chairperson, Lyttelton/Mt Herbert Community Board Liz Carter – Community Board Adviser
<b>Apologies</b>	N/A

## Discussion

	<b>ACTION</b>
<p><b>1. SPORT NEW ZEALAND RURAL TRAVEL FUND</b></p> <p>The Board Chairpersons considered information in a memorandum (attached) regarding the allocation of the balance of the 2012/13 Sport New Zealand Rural Travel Fund money for Banks Peninsula.</p> <p>The Board Chairpersons <b>decided</b> to make a grant of \$400 from the Sport New Zealand Rural Travel Fund to the Diamond Harbour Cricket Club to assist with the transportation costs of their junior members to fixtures and agreed that the balance of \$59 in the fund be carried over to the 2013/14 funding round.</p>	Martin McGregor

Meeting Closed at 4.00pm



## Christchurch City Council Recreation & Sports Unit

### Memorandum

**Date:** 28<sup>th</sup> January 2013

**From:** Martin McGregor – Sport Liaison Advisor

**To:** Akaroa – Wairewa Community Board Chair - Pam Richardson,  
Lyttelton- Mt Herbert Community Board Chair - Paula Smith

**Cc:** Liz Carter - Community Board Advisor

**Re:** Sport New Zealand Rural Travel Fund

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The purpose of this memo is to consider an application from the Diamond Harbour Cricket Club to the Sport New Zealand Rural Travel Fund.

Sport New Zealand Rural Travel Funds (previously known as the SPARC Rural Travel Funds) are provided to encourage participation in sport by young people living in rural communities. It is open to rural sports clubs and rural school teams in areas that have less than ten people per square kilometre.

The fund is for young people aged between five and 19 years who require subsidies to assist with transport expenses to local sporting competitions. The fund is not available for travelling to regional or national events. A school club team is defined as one participating in regular local sport competitions in weekends, excluding inter-school and intra-school competitions during school time. A sports club is defined as participating in organised, regular sport competition through membership outside school time. 'Local' for Banks Peninsula young people means travelling to other sub-associations such as Ellesmere, Waihora, Lincoln and further afield to participate in regular competitions.

At a joint meeting of the Akaroa-Wairewa and Lyttelton-Mt Herbert Community Boards on 29 November 2012, the Boards resolved the following:

*The Boards **resolved** to approve the following allocations for disbursement of the Sport New Zealand Rural Travel Fund for 2012/13 and that the Akaroa/Wairewa and Lyttelton/Mt Herbert Community Boards' Chairpersons be given delegated authority to distribute the balance of \$459 to any groups that apply by 31 January 2013. Any unspent funds after this period to be held over for distribution in the 2013/14 financial year.*

The Diamond Harbour Cricket Club has now applied for \$400 towards travel for its junior members. The Club is affiliated to the Canterbury Cricket Association and participates in matches based in the Ellesmere and Malvern areas. This requires parents to transport children up to 150km for a round trip every second weekend. Funding applied for through the Rural Travel Fund will be utilised by purchasing petrol vouchers to assist parents in meeting the costs for the transportation of junior players to these fixtures.

The ability of rural families to financially support children playing sport is an added barrier to participation in remote areas. The Diamond Harbour Cricket Club has a good membership of 50 members and is a well run club. Any assistance they can provide their junior membership will assist the club in the retention of its current members and also reduce barriers for new members to participate.

21. 2. 2013

ATTACHMENT TO CLAUSE 12.5

I recommend that the Akaroa/Wairewa and Lyttelton/Mt Herbert Community Boards make a grant of \$400 from the Sport New Zealand Rural Travel Fund to the Diamond Harbour Cricket Club to assist with the transportation costs of their junior members to fixtures.

Yours Sincerely



Sports Liaison Advisor  
Recreation and Sports Unit

**13. ELECTED MEMBERS' INFORMATION EXCHANGE**

**14. QUESTIONS UNDER STANDING ORDERS**