

**Te Hapori o Ōhinehou raua ko Te Ahu Pātiki  
Lyttelton/Mt Herbert Community Board  
AGENDA**

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**Notice of Meeting:**

An ordinary meeting of the Lyttelton/Mt Herbert Community Board will be held on:

**Date:** Wednesday 6 July 2016  
**Time:** 9.30am  
**Venue:** Boardroom, Lyttelton Service Centre,  
15 London Street, Lyttelton

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**Membership**

Chairperson	Paula Smith
Deputy Chairperson	Christine Wilson
Members	Denis Aldridge Ann Jolliffe Adrian Te Patu Andrew Turner

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29 June 2016

Liz Beaven  
Community Board Advisor  
941 5602  
liz.beaven@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

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## Lyttelton/Mt Herbert Community Board Objectives for the 2013 – 2016 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 community groups, Ngāi Tahu whanaunui, local businesses (including Lyttelton Port of Christchurch), Christchurch City Council and government agencies.

- The challenges and strengths of increasing diversity in our communities are acknowledged and celebrated.
- More and different people are involved in their communities.
- The Board maintains and increases its leadership role as advocate for our communities.
- Local partnership in earthquake recovery, regeneration and ongoing community development.
- The community understands and has confidence in the Board's decision-making.
- The relationship between the community and the port, including Lyttelton Port Company, is improved.
- Protection, retention and restoration of natural and cultural heritage.
- Avoid or mitigate negative effects of port traffic on community well-being.
- Direct public access to the inner harbour and waterfront from Lyttelton town centre.
- Strong physical and social links between harbour-side communities are maintained and enhanced.
- Lyttelton town centre is rebuilt in a way which expresses its unique character.
- All rebuild activity promotes social and economic vibrancy and / or wellbeing.
- Lyttelton Urban Design Advisory Committee is established and operating effectively.
- Arts and creative activities are supported and celebrated.
- Lyttelton Harbour catchment water quality is steadily improving.
- Significant progress on the Head-to-Head Walkway.
- Landscapes are protected and sustainably managed.
- Plans for Diamond Harbour town centre redevelopment are agreed upon and implemented.
- Lyttelton Harbour is a destination of choice for visitors from Christchurch and beyond.
- Lyttelton's status as preferred port of call for cruise ships visiting Canterbury is restored.
- Residents feel safe from natural hazards in all harbour communities.
- There is access to suitable housing for all those who wish to live here.
- Facilities for community activities, including recreation and sport, are repaired, rebuilt, maintained and well-used by all residents.
- For local government and electoral purposes, Banks Peninsula remains intact and has effective representation, reflecting the Peninsula's inherent integrity and particular interests.

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- Part A Matters Requiring a Council Decision  
Part B Reports for Information  
Part C Decisions Under Delegation
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## Karakia Timatanga

### 1. Apologies

At the close of the agenda no apologies had been received.

### 2. Declarations of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

### 3. Confirmation of Previous Minutes

That the minutes of the Lyttelton/Mt Herbert Community Board meeting held on [Wednesday, 15 June 2016](#) be confirmed (refer page 5).

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**Te Hapori o Ōhinehou raua ko Te Ahu Pātiki  
Lyttelton/Mt Herbert Community Board  
OPEN MINUTES**

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**Item 6**

**Date:** Wednesday 15 June 2016  
**Time:** 9.30am  
**Venue:** Boardroom, Lyttelton Service Centre,  
15 London Street, Lyttelton

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**Present**

Chairperson	Paula Smith
Deputy Chairperson	Christine Wilson
Members	Denis Aldridge
	Ann Jolliffe
	Adrian Te Patu
	Andrew Turner

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10 June 2016

Liz Beaven  
Community Board Advisor  
941 5602  
liz.beaven@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

- Part A Matters Requiring a Council Decision  
Part B Reports for Information  
Part C Decisions Under Delegation
- 

**Karakia Timatanga:** Adrian Te Patu.

**Nga Mate:** The Board stood in silence to remember Ben Hawkins, who recently passed away. Ben, who came to Diamond Harbour in the 1960s, was an active member of the community as a co-founder of the Diamond Harbour Rugby Club and member of the Volunteer Fire Brigade.

The agenda was dealt with in the following order.

## 1. Apologies

### Part C

An apology for early departure was received and accepted from Andrew Turner, who was absent for part of Clause 5 and Clauses 6-16.

## 2. Declarations of Interest

### Part B

Paula Smith declared an interest in Clause 10 - Lyttelton/Mt Herbert Youth Development Fund – David Christopher Buchanan and took no part in the discussion and voting on this item.

## 3. Confirmation of Previous Minutes

### Part C

**Community Board Resolved LMCB/2016/00083**

### Community Board Decision

That the minutes of the Lyttelton/Mt Herbert Community Board meeting held on Wednesday, 1 June 2016 be confirmed.

Paula Smith/Ann Jolliffe

**Carried**

## 4. Deputations by Appointment

### Part B

#### 4.1 Consent Issues Regarding Preferred New Site for Busy C's Preschool

Caro Davidson of Busy C's Preschool spoke regarding options for relocation of the Preschool from its current location at Lyttelton West School, as the Ministry of Education plans to sell the site. Ms Davidson tabled a summary of the points raised in her deputation.

The Board noted it would be happy to provide Busy C's Preschool with a letter of support in the future if required.

The Board thanked Ms Davidson for her deputation.

#### 4.2 Proposed Art Project and Event in Lyttelton

Julia Holden spoke regarding a proposed art project and event in Lyttelton, Lyttelton Redux. (Item 8 of these minutes refers).

The Board thanked Ms Holden for her deputation.

#### 4.3 Norwich Quay Bus Stop and Tunnel Control Parking Associated with NZTA Norwich Quay Pedestrian Safety Improvement Project

Tony Threadwell, owner of Fisherman's Wharf restaurant on Norwich Quay, Lyttelton, spoke regarding his concern with the proposal to move one of the bus stops on Norwich Quay, which would remove 10 car parks outside of Fisherman's Wharf restaurant. Mr Threadwell tabled a document summarising the points raised.

Refer to Clause 5 of these minutes - Norwich Quay Bus Stop and Tunnel Control Parking Associated with New Zealand Transport Authority (NZTA) Norwich Quay Pedestrian Safety Improvement Project for the Board's decision on this issue.

The Board thanked Mr Threadwell for his deputation.

#### 4.4 Update on Proposed Project to Improve Safety of Recreational Boat Users at Naval Point Slipways

James Ensor and Roger Allen of the Boat Security and Safety Association spoke regarding an update on the Association's proposed project to improve safety of recreational boat users of Naval Point slipways. Mr Ensor and Mr Allen tabled a summary of points submitted to the Council's Draft Annual Plan 2016/17 and Amended Long Term Plan 2015/25 requesting funding for the proposed project.

Staff recommended that no new projects be started at Naval Point until the Quantitative Risk Assessment (QRA) of the Oil Companies' storage facilities is complete. The Board **requested** that staff provide an update on the status of the QRA.

The Board thanked Mr Ensor and Mr Allen for their deputation.

Member Turner left the meeting at 11.07 am.

### 5. Norwich Quay Bus Stop and Tunnel Control Parking associated with New Zealand Transport Authority (NZTA) Norwich Quay Pedestrian Safety Improvement Project

#### Board Comment

1. The Board considered a report regarding the proposed relocation of a bus stop and the extension of the existing tunnel control parking area on Norwich Quay. The Board acknowledged the impact of relocation of the bus stop on Fisherman's Wharf, which would lose 10 car parks.

**Community Board Resolved LMCB/2016/00084**

**Part C**

**Community Board Decisions under Delegation (Original Staff Recommendation Accepted without Change)**

That the Lyttelton/Mt Herbert Community Board:

1. Revoke all existing parking restrictions on the southern side of Norwich Quay commencing at its intersection with Sutton Quay and extending in an easterly direction for a distance of 22 metres.
2. Revoke all existing parking restrictions on the southern side of Norwich Quay commencing at its intersection with Sutton Quay and extending in a westerly direction for a distance of 70 metres.
3. Approve that a bus stop be created on the southern side of Norwich Quay commencing at a point 7 metres east its intersection with Sutton Quay and extending in an easterly direction for a distance of 15 metres.
4. Approve that the parking of vehicles be restricted to Tunnel Control Authorised Vehicles Only on the southern side of Norwich Quay commencing at a point 10 metres west its intersection with Sutton Quay and extending in a westerly direction for a distance of 42 metres.
5. Approve that the above resolutions come into effect when the construction of the Norwich Quay Pedestrian Safety Improvement Project is completed.

*A division was requested and on being put to the meeting was declared **carried** by 3 votes to 2 votes; the voting being as follows:*

**For:** Paula Smith, Ann Jolliffe and Adrian Te Patu

**Against:** Christine Wilson and Denis Aldridge

Paula Smith/Adrian Te Patu

**Carried**

**6. Presentation of Petitions**

**Part B**

There was no presentation of petitions.

**7. Staff Briefings - Update from Customer Services Unit**

1. The Customer Services Unit updated the Board on the Citizen Hub Strategy, technology replacement, Snap Send Solve and re-engineering for service requests.
2. The Board **requested** that staff provide a monthly report of Customer Services Requests (CSRs) in the Banks Peninsula Ward starting in October 2016.



**Community Board Resolved LMCB/2016/00085**

**Part B**

That the Lyttelton/Mt Herbert Community Board:

1. Note the information during the Staff Briefing on the Customer Services Unit.

Member Smith/Member Aldridge

Carried

**8. Correspondence - Proposed Art Project and Event in Lyttelton**

**Staff Recommendations**

That the Lyttelton/Mt Herbert Community Board:

1. Receive the information in the correspondence report dated 15 June 2016 from Julia Holden regarding a proposed art project and event in Lyttelton.

**Community Board Resolved LMCB/2016/00086**

**Part B**

That the Lyttelton/Mt Herbert Community Board:

1. Receive the information in the correspondence report dated 15 June 2016 from Julia Holden regarding a proposed art project and event in Lyttelton.
2. Request that staff discuss funding options for the event and project with Ms Holden.

Paula Smith/Denis Aldridge

Carried

**9. Lyttelton-Mt Herbert Community Board Submissions Committee Minutes -  
1 June 2016**

**Community Board Resolved LMCB/2016/00087**

**Part B**

That the Lyttelton/Mt Herbert Community Board receive the Minutes from the Lyttelton/Mt Herbert Community Board Submissions Committee meeting held 1 June 2016.

Paula Smith/Ann Jolliffe

Carried

## 10. Lyttelton/Mt Herbert Youth Development Fund - David Christopher Buchanan Community Board Resolved LMCB/2016/00088

### Part C

#### Community Board Decisions under Delegation (Original Staff Recommendation Accepted without Change)

That the Lyttelton/Mt Herbert Community Board:

1. Approves a grant of \$300 from its 2015/16 Youth Development Fund to David Christopher Buchanan towards the (International Optimist Dinghy Association) IODA World Championship in Portugal.

Ann Jolliffe/Denis Aldridge

Carried

Paula Smith declared an interest in this item and withdrew from the discussion and voting thereon, whereby Christine Wilson temporarily assumed the Chair.

## 11. Boat Security and Safety Association - Secretarial Support Services

### Staff Recommendations

That the Lyttelton/Mt Herbert Community Board:

1. Approves a grant to Boat Security and Safety Association for \$581 towards secretarial support services.

### Community Board Resolved LMCB/2016/00089

### Part C

That the Lyttelton/Mt Herbert Community Board:

1. Approves a grant to Boat Security and Safety Association for \$581 towards secretarial support services.
2. Request that staff advise the Association to apply for funding for secretarial support services from the Board's Small Grants Fund in FY 2016/17 if required.

Paula Smith/Adrian Te Patu

Carried

Paula Smith resumed the Chair.

## 12. Replanting Vegetation on Cass Bay Reserves

### Staff Recommendations

That the Lyttelton/Mt Herbert Community Board:

1. Approves a grant of \$1,810 for Cass Bay Reserve Management Committee towards Replanting vegetation on Cass Bay reserves.

**Community Board Resolved LMCB/2016/00090**

**Part C**

That the Lyttelton/Mt Herbert Community Board:

1. Approves a grant of \$1,810 for Cass Bay Reserves Management Committee towards Replanting vegetation on Cass Bay reserves.
2. Commend the Cass Bay Reserves Management Committee for deciding to plant native vegetation sourced from local seeds.

Paula Smith/Christine Wilson

Carried

Item 6

**13. Committee Report - Lyttelton Recreation Ground Reserve Management Committee Draft Minutes - 16 May 2016**

**Board Comment**

1. The Board **requested** that staff educate dog owners who walk within the Lyttelton Recreation Ground regarding the requirement to remove and dispose of dog fouling.

**Community Board Resolved LMCB/2016/00091**

**Part B**

That the Lyttelton/Mt Herbert Community Board:

1. Receive the information in the draft minutes of the Lyttelton Recreation Ground Reserve Management Committee meeting held on 16 May 2016.

Member Wilson/Member Jolliffe

Carried

**14. Lyttelton/Mt Herbert Community Board Area Report**

**Staff Recommendations**

That the Lyttelton/Mt Herbert Community Board:

1. Receive the Lyttelton/Mt Herbert Community Board Area Report.

**Community Board Resolved LMCB/2016/00092**

**Part B**

That the Lyttelton/Mt Herbert Community Board:

1. Receive the Lyttelton/Mt Herbert Community Board Area Report.

Paula Smith/Denis Aldridge

Carried

**Community Board Resolved LMCB/2016/00093**

**Part B**

That the Lyttelton/Mt Herbert Community Board:

1. Request that staff work in partnership with the Allandale Reserve Management Committee and other community members to achieve a rebuilt Allandale Hall that aligns with Council and community aspirations.

Denis Aldridge/Paula Smith

Carried

**Community Board Resolved LMCB/2016/00094**

**Part B**

That the Lyttelton/Mt Herbert Community Board:

1. Decide that the Board's draft submission on the Draft Christchurch Visitor Strategy – Setting the Direction – June 2016 be circulated to the Board for comment prior to submission, and that the final submission be approved and submitted by the Chairperson.

Paula Smith/Denis Aldridge

Carried

The meeting adjourned at 12.54pm.

The meeting resumed at 2.41pm.

**15. Elected Member Information Exchange**

**15.1 New Zealand Maori Council Conference and Hui 2016**

**Community Board Resolved LMCB/2016/00095**

**Part C**

That the Lyttelton/Mt Herbert Community Board:

1. Approve that Adrian Te Patu and Christine Wilson attend the New Zealand Maori Council Conference and Hui 2016 in Dunedin and that the cost be met by the Boards personal development budget.

Member Smith/Member Aldridge

Carried

**Part B**

**Whakaraupō / Lyttelton Harbour Catchment Management Plan**

One of the Supporting Commitments of the Lyttelton Port Recovery Plan is development and implementation of a Catchment Management Plan for Whakaraupō/Lyttelton Harbour. The Board and Environment Canterbury will hold three community meetings around the Harbour seeking feedback around what the community would like included in the Plan.

### **Whakaraupō / Lyttelton Harbour Seminar Series**

The Board and Environment Canterbury are planning a series of scientific seminars on a variety of topics regarding the ecology of Whakaraupō/Lyttelton Harbour.

### **Noise from Lyttelton Port Company Pilot Boat at Diamond Harbour**

The Board was advised the Diamond Harbour Community Association raised an issue with noise from the new pilot boat disturbing residents, and questioned if the vibrations were also disturbing marine life.

### **Appointment to Port Liaison Committee**

The Board was advised the Diamond Harbour Community Association appointed Pete Simpson as its representative on the Port Liaison Committee.

### **Greenwaste Disposal in Diamond Harbour**

The Board was advised there is widespread support among residents of Diamond Harbour for a permanent greenwaste disposal system in Diamond Harbour.

### **Timeball Station Rebuild On Hold**

The Board was advised that the rebuild of Timeball Station in Lyttelton has been placed on hold until at least the end of 2016 while surrounding roadworks are completed.

### **Canterbury/Aoraki Conservation Board**

The Board was advised that the Canterbury/Aoraki Conservation Board will visit the Lyttelton/Mt Herbert area in June 2016.

### **Governors Bay Jetty**

The Board was advised the Governors Bay Jetty Committee is continuing with its goal to repair the jetty.

### **Living Springs**

The Board was advised the Living Springs Annual General Meeting will be held on 29 June 2016.

The Board was advised construction of the Founders Field at Living Springs is more than three quarters complete.

The Board was advised Living Springs will shortly launch the Aorangi Foundation, which will fund lower decile schools to attend camp at Living Springs.

### **Matariki**

The Board was advised a Matariki celebration will be held at Albion Square in Lyttelton on Saturday 18 June 2016 hosted by Community House.

**Steadfast Reserve in Cass Bay**

The Board was advised there is ongoing uncertainty regarding the future use of the Steadfast reserve in Cass Bay.

The Board **requested** that staff advise of the planned future use of the Steadfast Reserve, and report to the Board, Cass Bay Reserves Management Committee and HMS Steadfast.

**16. Questions Under Standing Orders**

**Part B**

There were no questions under Standing Orders at this meeting.

**Karakia Whakamutunga:** Adrian Te Patu.

**Meeting concluded at 3.26pm.**

**CONFIRMED THIS 6th DAY OF JULY 2016.**

**PAULA SMITH**  
**CHAIRPERSON**