



# Kirwee Reserve **Management Plan**

Prepared by the Kirwee Reserve Management Committee Sept 09



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# Summary

## Executive Summary

Kirwee Reserve Committee (the Committee) has developed this Reserve Management Plan (RMP) for the long term management, development and financial planning for Kirwee Reserve. The purpose of the Reserve is to provide for:

- recreation and sporting activities,
- the physical welfare and enjoyment of the public,
- the protection of the natural environment and beauty of the countryside,
- an emphasis on the retention of open spaces and outdoor recreational activities.

The Committee recognises the RMP as a living document that will reflect the changing needs and requirements of the local community.

## Summary of Objectives

### Administration

**Objective 1:** To provide efficient and appropriate management and administration of Kirwee Reserve for the enjoyment and well-being of all reserve users.

**Objective 2:** If a club on the Reserve has an ongoing need for the use of a building and/or associated facility, then this should be recognised through an appropriate lease or licence agreement.

### Reserve Use

**Objective 3:** To provide for a variety of organised and informal recreation activities, and to identify opportunities for improvement or expansion of activities, in response to changing community needs and recreation trends.

**Objective 4:** To ensure that crime prevention through environmental design (CPTED) principles, are applied within the Reserve.

**Objective 5:** Developments planned for the Reserve will primarily give consideration to the township's long-term recreation needs.

## Landscape

**Objective 6:** To identify, manage, protect and enhance the natural and cultural/heritage values of the Reserve.

**Objective 7:** To protect and enhance all indigenous flora and fauna within the Reserve.

**Objective 8:** To implement a long-term tree and shrub planting and replacement strategy.

## Services, Structure and Facilities

**Objective 9:** To ensure a high level of design and maintenance of facilities is provided so that these facilities perform their function effectively for public enjoyment, meet health and safety standards and are accessible for all.

**Objective 10:** To enhance the passive recreational experience for visitors through the provision of appropriate facilities and structures.

**Objective 11:** Club facilities will be relevant to the type and scale of the club activities and will not conflict with Reserve values.

**Objective 12:** To provide safe access into and from the site for vehicles, cyclists and pedestrians whilst minimising impact on users, facilities, amenity values, and the general character of the Reserve.

**Objective 13:** To provide a secure long-term water supply for recreational usage.

## Summary Action Plan

Heading	Task	Action	Budget available	Estimate of Costs	Complete by
<b>Admin.</b>	Funding	Explore ways of generating further income.	Nil	Nil	Ongoing
	Long Term RMP Review	Committee to undertake a desktop RMP review every 5 years to update and identify changing needs of the community.	Nil	Nil	2013
	Lease Agreements	Review current lease/licence agreements.	Nil	Nil	Ongoing
		Establish new lease/licence agreements where not current, to ensure consistency and adherence with Policy 2.1 to 2.5 (p. 24).	Nil	To be agreed between Committee, Council and Tenant	Ongoing
	Land Purchase	Actively pursue the purchasing of additional land to cater for existing and future demand. 1. Formalise agreement with Selwyn Plantation Board regarding future land purchase and/or lease agreement, before any additional Reserve upgrades occur in this area. 2. Pursue other opportunities for land purchase where deemed necessary.	Nil	Unknown	Ongoing
<b>Reserve Use</b>	Active and passive recreation	Develop a perimeter walk on the site and link it with the Historic Walk along the east side through the Cemetery north to Hoskyns Road.	Nil	Unknown	2013
<b>Landscape</b>	Landscape Development Concept	Continue to review the existing Kirwee Reserve Landscape Development Concept Design Programme to: - update and reflect current issues for the Reserve, for example sports field orientations, area for new cricket nets, status of proposals on A&P land, car parking and skate pad, in the plan - review Section 4.0 Summary of Recommendations ,to identify staging, budgets and timeframes	Nil	Request assistance from SDC Landscape Architect	Ongoing

		- develop a Kirwee Reserve plant species list of appropriate indigenous and exotic plant species, ecologically and historically appropriate to this area.			
	Tree Maintenance	Develop a long term tree and shrub replacement planting plan. (Undertaking replacement planting as required to ensure shade and shelter are retained long term).	Nil		2009
<b>Services, Structures &amp; Facilities</b>	Toilets	Commission a feasibility study for the design and location of a new public toilet block incorporated into the proposed Kirwee Sports Pavilion Rugby extensions. Research funding options.	\$35,000	\$35,000 (SDC funded)	2011
		Septic tank replacement	\$10,000	\$10,000	2009
	Playground	Upgrade and or relocate the existing playground to reflect wider usage and range of user group ages and requirements.	\$500	Unknown	2015
	Club Facilities	Upgrade existing community sports pavilion kitchen and bar.	\$10,000	\$10,000	2015
		Rugby Club planning to build an extension to the existing community sports pavilion; including changing rooms, lounge, bar, toilets and externally accessible public toilets.	NA	NA	2011
		Cricket Club planning to develop an area for practice nets and wicket.	NA	NA	2009
		Local Fire Brigade installing a concrete pad for use in training.	NA	NA	2013
	Car Park	Assess feasibility of sealing and line marking car parks to maximise efficiency.	Nil	Unknown	2015

While the Committee has signalled its intentions for maintenance and improvements within the “Action Plan” these are subject to the Committee and/or Selwyn District Council being able to source funding within their long-term financial planning strategies.



Tennis Clubrooms

## Introduction

### Purpose of the Reserve Management Plan

This Reserve Management Plan (RMP) provides a vision for future management, development and expenditure for the Kirwee Recreation Reserve. The Reserves Act 1977 requires Selwyn District Council (SDC) to prepare RMP's for all land classified as 'Recreation Reserves' under Council management or control. Kirwee Reserve Management Committee (the Committee) act under the delegated authority of the SDC as the administrators of Kirwee Reserve.

The Reserves Act 1977 (Section 41) states;

“The Management Plan shall **provide for and ensure** the **use, enjoyment, maintenance, protection** and **preservation**, as the case may require, and, to the extent that the administering body's resource permit, the **development**, as appropriate, of the reserve for the purpose for which it is classified...”

Kirwee Reserve is classified as a **Recreation Reserve** and Section 17 of the Reserves Act states that recreation reserves are areas to provide:

**“For the recreation and sporting activities and the physical welfare and enjoyment of the public and for the protection of the natural environment and beauty of the countryside, with emphasis on the retention of open spaces and on outdoor recreational activities...”**

In addition: **“The public shall have freedom of entry and access to the reserve.”**

This management plan outlines the Council's general intentions for the use, maintenance, protection, preservation and development of the Kirwee Recreation Reserve through a series of objectives and policies. The objectives and policies set parameters to aid decision making regarding development and use of the Reserve, highlighting items that need further consideration (for example weed control, stormwater management) and often include suggestions for various works or improvements (for example, signage, more parking).

It is hoped that the ideas, objectives and policies in this plan will provide a clear, logical and exciting strategy, and through public involvement reflect a consensus of opinion on the future of the Kirwee Reserve.



## Reserve Management Plan Procedure

The Reserves Act 1977 defines the procedure for preparing RMP's (see diagram to the left). Once adopted, the RMP can be reviewed at any time to adapt to changing circumstances. The Committee will undertake a desktop review of the RMP at 5 year intervals, to ensure that the Plan remains current. Any changes will be subject to SDC approval. This review process is provided for within the Reserves Act.

## Management Plan Preparation

Opus International Consultants were engaged by SDC to work with the Committee to help prepare the Draft RMP. Previous consultation information was used as background for this Management Plan. A broad Kirwee community survey conducted by SDC along with feedback from local user groups gathered by Earl Bennett Landscape Architect, were referenced.

## Implementation – Action Plan

While the Committee has signalled its intentions for maintenance and improvements within the "Action Plan", these are subject to the Committee and/or SDC being able to source funding from within their long-term financial planning strategies. This ability to source funding may mean that proposed work may not occur for many years, or in some cases, may be deleted entirely by a consequence of future review.



## Statutory Context

This RMP will provide the direction for the ongoing day-to-day development and management of the Reserve. At the same time activities and the development of reserve land remain subject to other legislation, Council policy and bylaws.

The Resource Management Act 1991 (RMA) provides an overall direction in terms of sustainable management.

The District Plan, prepared under the provisions of the RMA, provides objectives, policies and rules relevant to reserve management.

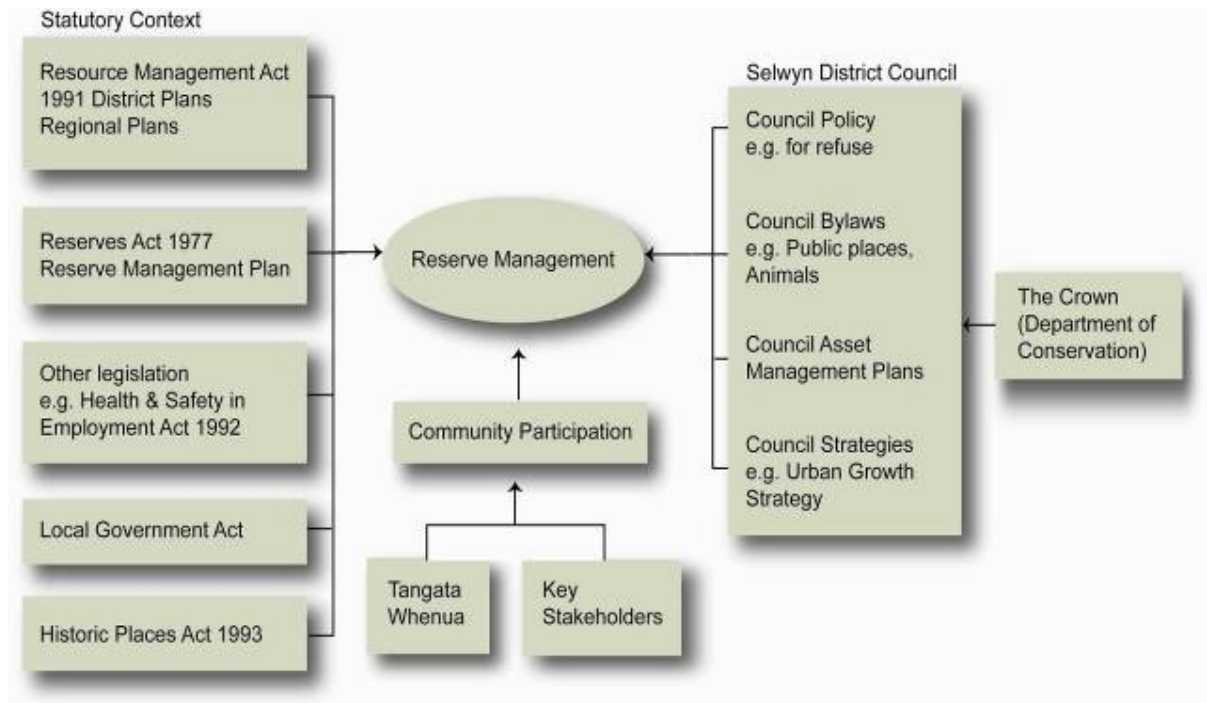
The RMP must not be inconsistent with the RMA or District Plan. This RMP has been developed with consideration to the following key SDC documents:

LTCCP - Long Term Council Community Plan, a plan that sets out Councils planning, priorities and financial programming for the next 10 years. LTCCP Activity Plans describe the activity; what it involves; its goals and actions required to achieve the goals

Reserve Action Plans - may feed into LTCCP Activity Plans - if they are significant in value.

## Statutory, Local Authority and Community Context for Reserve Management Plans

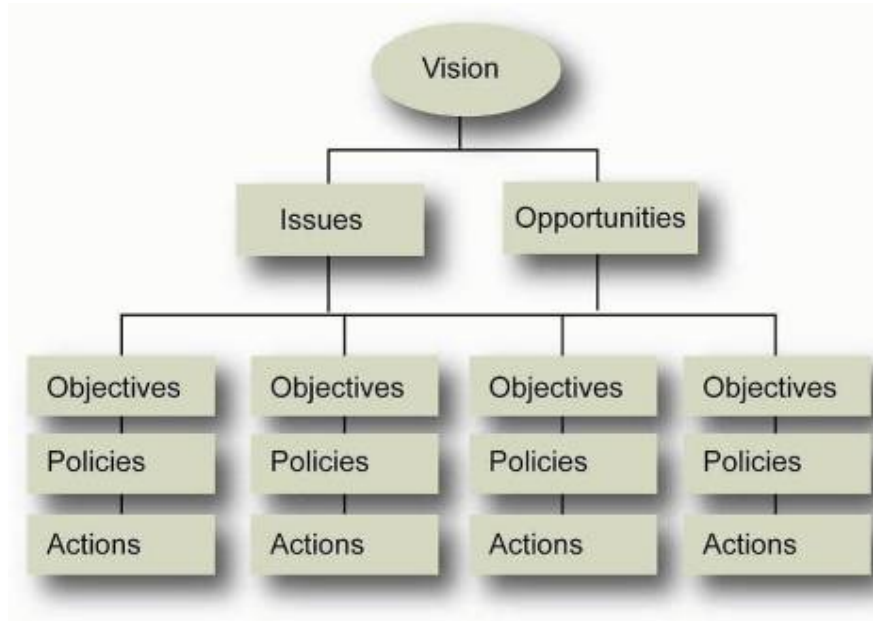
The following diagram details the statutory context for the RMP and the linkages to community consultation.





## How to use this Reserve Management Plan

### How to use this Reserve Management Plan



#### **Vision**

The vision identifies key themes and ideas that are important to the local community. It provides guidance for development and management to ensure the overall natural and cultural identity and recreational requirements are recognised and maintained long-term.

#### **Issues and Opportunities**

Identifies issues and opportunities specific to this reserve and provides cues for developing appropriate Objectives, Policy and Actions.

#### **Objectives**

Provide a succinct statement on the principle aims of management. These generally cover aspects such as preservation, conservation, function, character, use, development and integrity.

#### **Policies**

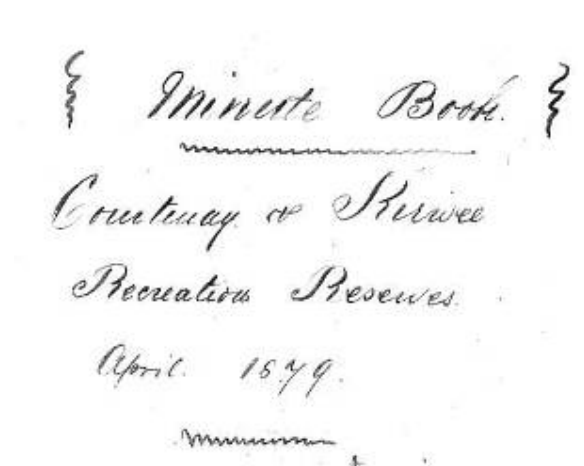
Statements to aid decision making and to help provide solutions to problems.

#### **Actions**

Actions are the “To Do List” with individual items outlined, ie: the what, who and when.



Tennis Club 1943 (photo supplied by Adrienne Begg)



Original Minute Book established in 1879. This minute book is currently held with the Committee Secretary.

## Context & Resource Section

### Location and Ownership

The Kirwee Recreation Reserve is situated on High Street within Kirwee Township.

The land is owned by The Crown and vested in trust with SDC.

A further area (approximately 1.92ha) extends west onto Selwyn Plantation Board land by mutual arrangement with the Committee. Kirwee Cemetery is to the north of the site and Courtenay A&P Showground is to the east. The Reserve shares an entrance with the A&P. This is of mutual benefit to both parties, with overflow parking on the Reserve during the A&P Show and vice versa during sporting events. Residential properties are south of the Reserve.

### Legal Description

Res 2416	4.0468 ha
Lot 42 DP 173	0.1012 ha
Lot 43 DP 173	0.1012 ha
Lot 44 DP 173	0.1012 ha
Lot 45 DP 173	0.1012 ha
Lot 46 DP 173	0.1012 ha
<u>Lot 47 DP 173</u>	<u>0.1012 ha</u>
Total	4.6554 ha

Refer to Appendix One - Figure 2 Cadastral Information.

No heritage sites or trees are identified in the Selwyn Proposed District Plan.

No Archaeological sites are registered with the NZ Archaeological Assessment Site Record File.

Designations: D87 – Water Supply Well (SDC Authority Responsible)  
D190 – Recreation Reserve (SDC Responsible)



Tennis games February 1996 (supplied by Adrienne Begg)

### **Classification (Reserves Act 1977)**

All land is classified as Recreational Reserve under the provisions of the Reserves Act 1977. Refer to Appendix Two – Kirwee Reserve Gazette Information.

### **History**

Originally Kirwee Recreation Reserve and Courtenay Recreation Reserve were managed by a joint committee in 1879, but separated in the late 1880's.

There have been various sports played at the Reserve over past years including cricket, rugby, tennis, hockey and athletics. The athletics club had a cinder track and held meetings regularly (It was at one of these meetings, that the New Zealand Pole Vaulting record was broken). The Tennis Club had two courts in the Reserve, until 1936 when new courts and a pavilion were built on the present site. In 1949 the fields were ploughed, levelled and re-sown for use as sports fields. In 1955 the current pavilion was constructed by voluntary labour with funds raised from the community and a contribution from the Kirwee Rugby Club. The Kirwee Bowling Club was formed in 1955. Local men also constructed concrete block conveniences for men and ladies and made tables and forms for use in the pavilion. This Reserve was taken over by the Domain Board in 1962. Refer to Appendix Three – Historical Article for a full historical description by Bedford and Begg.

### **Kirwee Township & Context**

It is estimated that the current township population is approximately 741, based on 2006 Census data. The projected population is expected to increase in the next ten years. An additional impact on the growth in the township area will come from the subdivision of existing farmland down to 4 ha blocks. These growth projections will increase pressure on reserve usage.

Small passive recreation reserves will be part of some subdivisions in the township but for organised sport which uses larger facilities e.g. courts and playing fields, Kirwee Reserve will remain the long term venue.

Darfield Recreational Reserve is the closest neighbouring recreational facility. Local residents would prefer to support and make use of their local recreational assets rather than travelling to other areas.

There is a Community Hall on A&P land , adjoining the Reserve.



Monument built in 1930 to commemorate Colonel Brett and his team for constructing the local water races, located on West Coast Road.

One of the main objectives of the Kirwee Reserve Landscape Development Concept, prepared by Earl Bennett Landscape Architects in 2002, is to enhance the Reserve for existing users and to widen its appeal for new members of the community. It is anticipated that the planned redevelopment will lead to a significant increase in the use of the Reserve.

Refer to Appendix One – Figure 3 Kirwee Reserve Landscape Development Concept

### Administration

The Reserve is administered and managed by the Kirwee Reserve Management Committee, under the delegated authority of SDC. The Committee operates under the Reserves Act and Local Government Act, including Councils Standing Orders. Council Policy P201 specifically defines the role of all reserve management committees.

The Committee is elected for a three-year term with community nominations sought at the time of the triennial local body elections. The current Committee was elected in February 2009. The Committee consists of not less than five and not more than nine elected community representatives. In addition, a SDC or/Community Board member is appointed to the Committee. The current Committee meets 11 times each year. For more detail on administration refer to Appendix Two – Kirwee Reserve Committee Constitution.

The delegated authority enables the Committee to manage the facilities freely within the parameters of Council Policy and commonsense. There are times when Council may become involved in particular management issues and where possible it does so to assist the Committee rather than to direct it.

The functions of the Committee are for the efficient governance and management of the Reserve for the purposes of:

- use
- development
- enjoyment
- maintenance
- preservation



Tennis courts eastern boundary with original McCartney Drive entry currently closed to regular traffic.

### **Local Government Act 2002 (LGA)**

Consultation - As a requirement under the LGA, the Kirwee Reserve Management Committee will consult with the community regarding on-going development of the Reserve and where issues develop outside this Management Plan.

Approval for specific events - Under the LGA and in accordance with the appropriate "notice of intention", the Committee may permit sole use for any part or a designated area for an approved purpose or activity and restrict community use for the duration of that purpose or activity.

Meeting matters - The LGA requires that the Committee has the agenda available 3 days prior to each meeting. The Act also indicates that unless a meeting is held "in committee" the community is able to attend. The minutes or report of the meeting should be released to the public within 5 days of the meeting.

### **Financial Management and Rates**

As a delegated committee of the SDC, the Kirwee Reserve Management Committee's expenditure/revenue accounts form part of the Council's Annual Plan and Budget process. All financial matters once confirmed, and minuted by the Committee are enacted by the Council's Asset Management and Corporate Services Unit.

Current sources of income:

- SDC's Annual Plan 2008/09 sets a Reserve Rate of \$50.65 (excl. GST) and Pavilion Rate \$22.50 annually from 379 local rateable properties totalling an estimated \$19,196.00 (Reserve Rates) and \$8,528.00 (Pavilion Rates). The Committee can request an increase in these rates subject to appropriate community consultation. The annual rate is confirmed in the Council's Annual Plan and Budget.
- all clubs (that hold a lease/licence agreement) shall pay an annual rental to the Committee.



New sealed car park west of bowling green

- income is also generated via grants, hiring of the pavilion and Reserve Contribution funding from the Council.

The average yearly income of about \$29,138.50 limits the ability to undertake significant renewal, development and improvement works. There is potential to access additional reserve contribution funds to support projects, subject to approval via SDC allocation processes.

The Committee's current financial practice is to, annually assess its Asset Management Plan, consider its total income and the needs of reserve users and the annual maintenance required, and forward its budget to Council each year prior to Christmas.

All Committee members give their time and, in some instances, equipment free of charge. The Committee employs a part - time person for the cleaning, ground maintenance and mowing of the Reserve.

### **Existing Leases**

As a Recreation Reserve, the Reserve is available with a range of specific spaces that can be leased or booked for the use and enjoyment of people or groups.

It is the intention of the Committee that all sporting clubs using the Reserve, have leases/licenses with a right of renewal. These are currently being prepared.





Proposed upgrade to existing playground area

(Kirwee Reserve Landscape Development Concept Design Programme, Earl Bennett Landscape Architects, June 2002)

## Reserve Use

### Club Sporting Activities

Current clubs operating out of the Reserve are:

Kirwee Netball Club – established in 1966, currently approximately 31 members. The club uses its courts for practice from Easter to August (courts 6 and 5).

Kirwee Tennis Club – established in 1886, currently approximately 70 members. The club uses the tennis courts, the lawn south of the clubrooms, volley board, clubroom next to courts and the Kirwee Sports Pavilion. Associated uses; play area, the grass area south of the clubrooms for spectators, sharing of facilities in clubrooms after games, afternoon teas normally in Tennis Clubroom (pavilion), some parking on High Street, use of toilets during matches (otherwise locked). Playing season is October to March. Courts are used for practice throughout the year and are available for use by non-members.

Kirwee Rugby Club - established in 1905, currently approximately 125 members. The club uses the sports fields, Kirwee Sports Pavilion and associated changing rooms, toilets, kitchen and bar. Associated uses; sausage sizzles, small fairs, teas, lunches, light evening meals and after match functions. Playing season is January to September. Desired improvements include: 2 full-sized fields, second field (west) to also be used for training; new lighting; seating/grandstand; outside scoreboard; storage facilities; patio north of Kirwee Sports Pavilion; upgrade or replace changing facilities and kitchen and bar; to own and lease clubrooms; toilets available at all times.

Kirwee Cricket Club – established in 1880, currently approximately 15 members. The club uses a grass pitch centred within the rugby fields north of Kirwee Sports Pavilion, from October to March. There are plans to develop an area for practice nets and wicket. Desired improvements are for more seating and shade trees.

Kirwee Bowls Club - established in 1955, currently approximately 55 members. Playing season is October through to March. Use the bowling facilities, site access and parking. Desired improvements are better identification of entry at High Street, barbeque area within the fenced area west of clubrooms.

### Informal Recreation

The scenic qualities of the Reserve provide an attractive setting for many informal recreational activities including:

- community based events, such as the A& P show in November each year.





'Macartney Drive' entrance, looking into the Reserve



Tennis Clubrooms

- Kirwee School events, such as cross country and fun days
- walking/jogging
- picnicking
- a children's play area

Plans have been discussed to establish and promote new activities on the Reserve such as:

- A history trail that connects Tramway Road and the Cemetery. To encourage this footpaths and some signage will be needed.
- A proposal for a BMX track.
- There is demand for dog walking within the Reserve; currently dogs are banned from the Reserve due to potential health issues.

The Committee is currently developing a priority action list to outline budgets and timeframes for these proposals. These developments are limited due to lack of space in the Reserve.

## Landscape

### Geology, Topography & Soils

**Geology** - The Reserve is classified L2 Lower Plains Land Type (Lynn, 1993) comprised of low angle coalescing outwash fans formed from major rivers. The soil structure is formed from Pleistocene glacial outwash gravels with variable loess cover and extensive Holocene alluvium.

**Topography** - The Reserve is predominantly flat with a gently slope to the south.

**Soils** - The soils are dark greyish brown in colour and are classified as Chertsey Shallow Silt Loam. The soils are excessively drained and subject to seasonal drought, with a low annual rainfall of 500 to 800mm (DSIR, 1967).

The ground water table varies between 60 – 80m below ground level. (ECAN web GIS).

### Landscape Character

No remnant vegetation exists on site. Remnant native vegetation in the surrounding area is classified as L2 Upper Plains Land Type region (Lynn, 1993). Plant species listed as common to the area are short tussock, grassland, kowhai, matagouri, and kanuka scrub/woodland.



Kirwee Sports Pavilion and gravel car park



New machinery shed and car park

Large existing conifer trees provide good easterly shelter and retain the rural character. Exotic oak, cherry and willow trees also contribute to the Reserve's amenity values with the seasonal beauty and shade they provide. Recent plantings of indigenous vegetation occurring underneath older trees along the eastern boundary increase the Reserve's biodiversity and will provide improved shelter in the long term.

The historic gated entrance off High Street, beside the tennis and netball courts, and the area around the Tennis Club Pavilion, has a unique character and beauty by virtue of its plantings and high degree of shelter and enclosure. The A&P showground to the east and the Cemetery to the north, contribute significantly to the Reserve's sense of open space and amenity values.

### **Existing Vegetation**

The site has good shelter along the northern and eastern boundaries. The eastern boundary consists of older conifers with a mix of young indigenous plant species underneath. There is a row of pine trees along the western boundary, and this area of the Reserve would benefit from additional shelter planting. There are some new oak trees to the west of the Bowling Club.

Shelter belts of poplars and willows to the east and west of the tennis courts require topping and ripping every two years to control root damage to court surfaces. The roots of two willow trees are damaging the lawn, and long-term replacement is planned.

The Committee has a policy of continuing maintenance of its trees. This is currently carried out by voluntary labour.

## **Services, Structures & Facilities**

### **Club Facilities**

The clubs using the Reserve provide assorted buildings, sporting facilities and car parks for their members.

There are currently five main buildings in the Reserve: the Kirwee Sports Pavilion; Tennis Clubroom; Bowling Pavilion; a machinery shed; and a public toilet block located in the north eastern corner of the Reserve. The Committee is planning to demolish these toilets and replace them with a modern facility in a more suitable location.

The clubs are responsible for the maintenance, upgrades, and building and contents insurance of their own assets.



Kirwee Bowling Club



Kirwee Sports Pavilion

Currently the clubs liaise with the Committee to ensure maintenance and development of all facilities complies with all regulations and statutes. The Committee may seek advice and assistance from the Council regarding the provision of all facilities within the Reserve. With the agreement of the SDC the provision of new facilities or the upgrading of existing ones may be included in the Councils long term budget plan as part of the LTCCP process.

### Buildings and Assets

Owner and/or Manager	Asset Description
Kirwee Bowling Club	Bowling Pavilion
	Bowling Green
Kirwee Tennis Club	Seating and tables
	Tennis Perimeter Fencing
	Tennis Clubrooms
	Tennis Volley Board
Kirwee Tennis Club and Kirwee Netball Club	Tennis and netball courts
Kirwee Cricket Club	Artificial cricket pitch
Kirwee Rugby Football Club	Sports ground lighting
Kirwee Rugby Football Club and Kirwee Reserve Management Committee	Irrigation System
Kirwee Reserve Management Committee	Rugby and cricket fields
	Kirwee Sports Pavilion
	Machinery Shed (new)
	Playground
	Car parks
	Public Toilets
SDC	Well



Car park between Bowling Club and Kirwee Sports Pavilion



New sealed car park west of Bowling Club

### Signs & Visitor Information

Existing signage within the Reserve is minimal. There is potential to develop a design palette for signage, to improve the coherence and branding for the Reserve. This could be applied as older signs require updating.

The existing signs are:

- sign outlining sports clubs operating within the Reserve at the western entrance
- a “No dogs” sign, beside the playground
- a small sign regarding non-marking shoes on the tennis court fence
- the Bowling Club has signs on its building identifying car parking spaces and the “Kirwee Bowling Club”
- the pavilion has a sign “Kirwee Sports Pavilion”

### Car Parking and Access

There are three vehicle access points into the Reserve from Tramway Road. On the eastern end of the Reserve there is access to the gravel car park along a sealed drive through A&P land. This same car park can be accessed through ‘Macartney Drive’ past the tennis courts. This narrow tree lined entrance, with ornate wrought iron gates has high amenity values. As the committee would prefer that this access be used only periodically, the gates are generally kept shut.

The third western most access point leads to two sealed car parks. To the right is a small car park area between the Kirwee Sports Pavilion and Bowling Club. To the left is a new sealed car park west of the Bowling Club. Informal parking occurs on Tramway Road and in the A&P Showground at busy times.

Pedestrian access connects the Reserve through the cemetery to Hoskyns Road.

### Fences & Gates

There is a high chain link fence enclosing the netball/tennis courts. The playground area has a painted wooden fence separating the play area from the car park. There is farm post and wire fencing along the northern boundary. An ornate wrought iron gate closes off the entrance east of the tennis courts.





Existing playground



Existing Bowling Club northern boundary and water tank

Timber bollards prevent vehicle access onto the sports fields from the car parks to the east and west of the Bowling Club.

The Bowling Club has a 2m high stained wooden fence surrounding the clubhouse and green.

### **Children's Playground**

A well maintained playground with new swings, wooden climbing structures and slide, are provided in a designated playground area. It has timber edging and bark mulch soft fall. The Committee plan to upgrade the play area to appeal to a broader age range of children.

### **Water Supply**

There is a capped Public Water Supply Well (L35/0191) located north of the sports fields, within the Reserve. The ground water table is approximately 80m below ground level (ECAN GIS web site).

The existing rural water supply is sufficient for the Reserve's needs at present.

The Bowling Club owns two plastic tanks for flood irrigation of the bowling greens.

The sports fields are irrigated at night to minimise impact on the Kirwee community supply.



Kirwee Sports Pavilion

## Consultation

### Community Consultation

In 2000 - 2002 extensive community consultation was carried out in the form of a community survey, meetings with all user groups and a public meeting. Earl Bennett Landscape Architects Limited was engaged by the Committee to complete the consultation and prepare a Landscape Development Concept Design Programme. The survey identified additional facilities that would benefit the Reserve, the key ideas for which are listed below. This information still remains largely relevant today and has been used as a basis for some of the information in this report. The Committee are, for the most part, completing the actions identified. (A copy of this report and the survey results can be obtained from the Committee).

### Proposed Ideas

- skateboard area
- mountain bike or BMX track
- walkway and exercise track
- provide some facilities for teenagers
- more landscape (planted) areas

### Issues and Opportunities

- 73% rated were very to quite satisfied with the sport and recreation facilities available at Kirwee
- providing activities and play areas for the children and teenagers
- the community is passionate about the Reserve and its landscape qualities

An SDC 'Council Call' article in April 2007 asked for public input into the future direction of the Reserve. There were no responses to this.



Kirwee Sports Pavilion and sports fields

## Key Interest Groups Consultation

The Committee has held various meetings to discuss the future of the Reserve. In the course of preparing the Draft Management Plan the Committee have had a number of meetings with Opus International Consultants to brainstorm issues and opportunities facing the Reserve.

### Proposed Ideas

- new cricket nets and wicket
- heritage walk and encouraging broader links to township
- upgraded play area to cater for a wider age group
- designated dog park
- picnic tables and provision of gas barbeques
- new public toilets

### Issues and Opportunities

- main problem is the lack of space for expansion
- opportunity to expand the Reserve to the west (Selwyn Plantation Board property)
- a major capital injection is needed to upgrade the Reserve so that it can meet the future needs of sports users and the community.
- need for new public toilets
- need to ensure all sporting clubs have a formal lease / licence agreement
- no.2 rugby field not entirely on Reserve land (owned by Selwyn Plantation Board). Need to formalise lease or purchase agreement
- limited enhancement opportunities on the section of Reserve land currently owned by the Selwyn Plantation Board. For example, the current agreement prohibits the planting of additional trees within the area.





Bowling Club Pavilion



Sports fields and Bowling Club in distance

- due to increased demand, plans are currently being prepared by the Kirwee Rugby Club to either upgrade the existing Kirwee Community Pavilion facility or build a new facility. The club requires more changing rooms, a larger modern kitchen and bar facilities.
- relatively small existing catchment of rate payers to generate income
- 'walking the dog' becoming more popular, has sports fields management issues
- encourage passive recreation, for example picnic tables and gas barbeques.

## Vision for the Reserve

The vision for the development and management of the Reserve is to ensure the **physical welfare and enjoyment of the community** through providing a high quality **recreational and sporting facility**. The Reserve is highly valued locally as a **multi purpose sporting facility** with **high amenity values** and a strong **rural landscape character**.

Balancing predicted **future growth** and the associated pressures on the Reserve with the **protection** of the **existing character** and **preservation of open spaces**, will be a long term priority.

The Committee's main objectives are:

- To enhance the reserve as the setting for a range of active and passive recreational activities
- Improve provision for activities associated with recreation onsite
- Increase the reserve's positive contribution to the community



View north along the western boundary within Selwyn Plantation Board land.

## Objectives, Policies & Actions Section

### General Statement

The decision making process of the Kirwee Reserve Management Committee is a blend of reviewing historic information and forward planning. The Committee is aware of changes in demand and usage within the Reserve. As population growth occurs in the region, the Committee recognizes the need to provide for increased demand for both passive and active recreation within the Reserve. New facilities, activities, land purchases, and improved links between the township and Reserve may be the outcome.

### Management Goals

Provide areas for both informal recreation and club sport activities which are compatible with the environmental values of the Reserve whilst minimizing conflicts between users. Protect and enhance the heritage and environmental values of the Reserve's unique landscape.

### Administration

**Objective 1: To provide efficient and appropriate management and administration of Kirwee Reserve for the enjoyment and well-being of all reserve users.**

**Policy 1.1:** Kirwee Reserve shall be administered under the daily control of the Kirwee Reserve Management Committee.

**Policy 1.2:** Representation of elected members to the Kirwee Reserve Management Committee shall be as per the Kirwee Constitution, see Appendix 2.

**Policy 1.3:** Community consultation processes will be utilised when planning developments to ensure that expenditure is well supported.

**Policy 1.4:** Capital and development works and associated expenditure programmes identified in this plan are incorporated into Activity Management Plans where appropriate, and submitted for consideration as part of the Annual Plan and Long Term Council Community Plan (LTCCP) process.



New machinery shed on the left

**Policy 1.5:** That the annual reserve rate set by SDC should fairly reflect the cost of maintaining and improving facilities which the community desires and the Council approves.

**Policy 1.6:** That the Council recognises the expenditure programmed in the Kirwee Reserve Asset Management Plan and RMP when accessing contributions from developers within Kirwee Township.

Comment: As the Kirwee population increases, requests for new and improved facilities will be generated from the community. Prudent planning should be in place to create a cash fund to enable the reserve and township committees to action future requests.

Action: Explore ways of generating further income.

Action: Committee to undertake a Desktop RMP Review (every 5 years to update and identify changing needs of the community).

**Objective 2: If a club has an ongoing need for the use of a building and/or grounds, then this should be recognised through an appropriate lease or licence agreement.**

**Policy 2.1:** Lease agreements will include conditions to ensure the recreational, cultural and aesthetic values of the Reserve are protected and enhanced, and the rights of the public are not overlooked.

**Policy 2.2:** The type and number of clubs will be managed to ensure the maximum enjoyment of the Reserve by the lessees whilst both minimising conflict with other users and protecting the existing values of the Reserve.

**Policy 2.3:** The Committee will continually monitor club activities on an ongoing basis to ensure lease conditions are adhered to.

**Policy 2.4:** All leasing and sub-leasing by individual clubs shall be approved by the Committee prior to final approval by Council.

**Policy 2.5:** An effective community consultation process will be followed when any leases for new activities are applied for, to ensure long term community recreation requirements are provided for.

Comment: This process is not necessary for existing activities applying for leases, for example rugby and cricket.

Action: Review current lease/licence agreements.

Action: Establish new lease/licence agreements where not current, to ensure consistency and adherence with Policy 2.1 to 2.5 (p. 24).



Car park between Kirwee Sports Pavilion and Bowling Club



Kirwee Sports Pavilion

## Reserve Use

**Objective 3: To provide for a variety of organised and informal recreation activities, and identify opportunities for improvements or expansion of activities in response to changing community needs and recreation trends.**

**Policy 3.1:** Maintain, enhance and develop the range of informal and organised recreation opportunities within the Reserve. Maintain and provide appropriate locations for:

- netball, tennis, rugby, cricket and bowls
- children's play area, walking, picnicking and use during A&P show day activities

**Policy 3.2:** Provide for a variety of recreational activities while respecting the needs and values of all reserve users.

**Policy 3.3:** Provide facilities, consistent with the existing recreational activities and uses of the Reserve, for the wider community. Ensure that any new structures and buildings are designed to compliment the open space character of the Reserve.

**Policy 3.4:** Ensure the Reserve retains its 'no dog' policy.

**Policy 3.5:** Continue to investigate opportunities for future land purchases and expansion to meet future population recreational requirements.

Action: Actively pursue the purchasing of additional land to cater for existing and future demand.

1. Formalise agreement with Selwyn Plantation Board regarding future land purchase and/or lease agreement, before any additional upgrades occur in this area.
2. Pursue other opportunities for land purchase where deemed necessary.

**Objective 4: To ensure that crime prevention through environmental design (CPTED) principles are applied within the Reserve.**

**Policy 4.1:** Maintain plantings around the playground area to ensure clear visibility from the car park and from the pavilion.





Grass areas to the rear of the Sports Pavilion and north of the tennis courts

**Objective 5: Developments planned for the Reserve will primarily give consideration to the township's long-term recreation needs.**

**Policy 5.1:** Support the development of the Historic Walk linkage around Kirwee Township through the Reserve, and consider options for broader connections with future local reserves. See Policies 1.3 & 1.4

Action: Develop a perimeter walk on the site and link it with the Historic Walk along the east side through the Cemetery north to Hoskins Road.

### Landscape

**Objective 6: To manage, protect and enhance the natural and cultural/heritage values of the Reserve.**

**Policy 6.1:** Retain and enhance the existing landscape character.

**Policy 6.2:** Retain, maintain and develop the vegetation within the reserve with consideration of function, site conditions and landscape character:

- undertake tree replacement planting to ensure shade and shelter are retained long term (as per Kirwee Reserve Landscape Development Plan)
- encourage use of eco-sourced indigenous planting
- enhance wildlife habitat where practical

Action: Continue to review the existing Kirwee Reserve Landscape Development Concept Design Programme to:

- update and reflect current issues for the Reserve, for example sports field orientations, status of proposals on A&P land, car parking and skate pad, in the plan
- review Section 4.0 Summary of Recommendations, to identify staging of, budgets and timeframes
- develop a Kirwee Reserve plant species list of appropriate indigenous and exotic plant species, ecologically and historically appropriate to this area.

**Policy 6.3:** Continue to maintain and enhance the area around the tennis and netball clubrooms to a high level of amenity.



Old gate post in car park beside playground

**Objective 7: To protect and enhance the indigenous flora and fauna in the Reserve.**

**Policy 7.1:** The preference for and inclusion of native planting especially in amenity areas, utilising locally sourced plants where possible.

**Objective 8: To implement a long-term tree and shrub planting and replacement strategy.**

**Policy 8.1:** Manage and retain existing trees except where removal is required due to safety issues.

**Policy 8.2:** Maintain clear sightlines from Reserve vehicle entrance points.

**Policy 8.3:** Establish a programme to control pest plants listed in the Canterbury Regional Pest Management Strategy 2005-2015, Environment Canterbury.

Action: Develop a long term tree and shrub replacement planting plan. (Undertaking replacement planting as required to ensure shade and shelter are retained long term).

### Services, Structures & Facilities

**Objective 9: To ensure a high level of design and maintenance of facilities is provided so that these facilities perform their function effectively for public enjoyment, meet health and safety standards and are accessible for all.**

**Policy 9.1:** Periodically undertake a disability audit to ensure the Reserve does not inadvertently exclude disabled persons. (The Committee is to seek assistance from SDC).

**Policy 9.2:** Retain, rationalise, extend or remove fencing where required, to enhance the amenity of the Reserve.

**Policy 9.3:** To maintain and enhance the Reserve toilets to provide clean, conveniently located facilities, accessible for all reserve users, including wheel-chair access. The maintenance of toilets is funded from targeted rates and other income received.

Action: Commission a feasibility study for the design and location of a new public toilet block incorporated into the proposed Kirwee Sports Pavilion Rugby extensions. Research funding options.



Car park beside playground

**Policy 9.4:** Water that is provided onsite, that is not of potable drinking water quality, should be given clear warning (through signage) to indicate the water is not suitable for drinking without further treatment. If a potable water supply is not available, then the nearest alternative available facility should be identified.

**Policy 9.5:** To provide adequate signage to promote public use and enjoyment of the Reserve, whilst being sympathetic with the landscape and providing a cohesive branding style.

**Policy 9.6:** Signage, consistent with SDC sign standards, will be developed and maintained, providing information at the entrances as to what is available and where it is located.

**Objective 10: To enhance the passive recreational experience for visitors through the provision of appropriate facilities and structures.**

**Policy 10.1:** Additional facilities will continue to be provided in informal recreational areas to enhance picnicking activities and complement the existing facilities i.e. picnic tables, rubbish bins and barbeques.

**Policy 10.2:** To provide and maintain any new play equipment to cater for a range of children's ages that is compliant with NZ Standard 5828:2004, "Playground Equipment and Surfacing", and to maintain and continue to monitor all other equipment with the standard that related to the date of its installation. Ongoing inspections will be undertaken to ensure any required maintenance is completed to provide for ongoing compliance.

Action: Upgrade and or relocate the existing playground to reflect wider usage and range of user group ages and requirements.

**Objective 11: Club facilities will be appropriate for the type and scale of the club activities and will not conflict with Reserve values.**

**Policy 11.1:** Give financial support if available, to clubs operating within the Reserve when upgrades or enhancements are being planned.

Action: Undertake a feasibility study for a new or upgraded community sports pavilion, including, cost estimates and potential funding sources.  
Upgrade existing community sports pavilion kitchen and bar.





Tennis courts eastern boundary



Ornamental gates at the 'Macartney Drive' entrance looking out to the road

Rugby Club planning to build an extension to the existing community sports pavilion; including changing rooms, lounge, bar, toilets and externally accessible public toilets.

Cricket Club planning to develop an area for practice nets and wicket.

Local Fire Brigade installing a concrete pad for use in training.

**Objective 12: To provide safe access into the site for vehicles, cyclists and pedestrians whilst minimising impact on users, facilities, amenity values, and the general character of the Reserve.**

Action: Assess feasibility of sealing and line marking car parks to maximise efficiency.

**Objective 13: To provide a secure long term water supply for recreational usage.**

## References

Canterbury Regional Pest Management Strategy 2005-2015, Environment Canterbury, June 2005

Kirwee Domain Board History, authors Mr G. Bedford and Mrs A. Begg, date unknown

Kirwee Reserve Landscape Development Concept Design Programme, Earl Bennett Landscape Architects Ltd, June 2002

Lynn, Ian, for Boffa Miskell Ltd and Lucas Associates, Canterbury Regional Landscape Study Volume 1 and 2, October 1993

Parks and Waterways Access Policy, Christchurch City Council April 2002

Policy Manual, Selwyn District Council, October 2006

Soils of the Downs and Plains Canterbury and North Otago New Zealand, Soil Bureau – Bulletin 14, DSIR, 1967

Water and Sanitary Services Assessments – Public Toilets, Selwyn District Council, June 2006 (final)

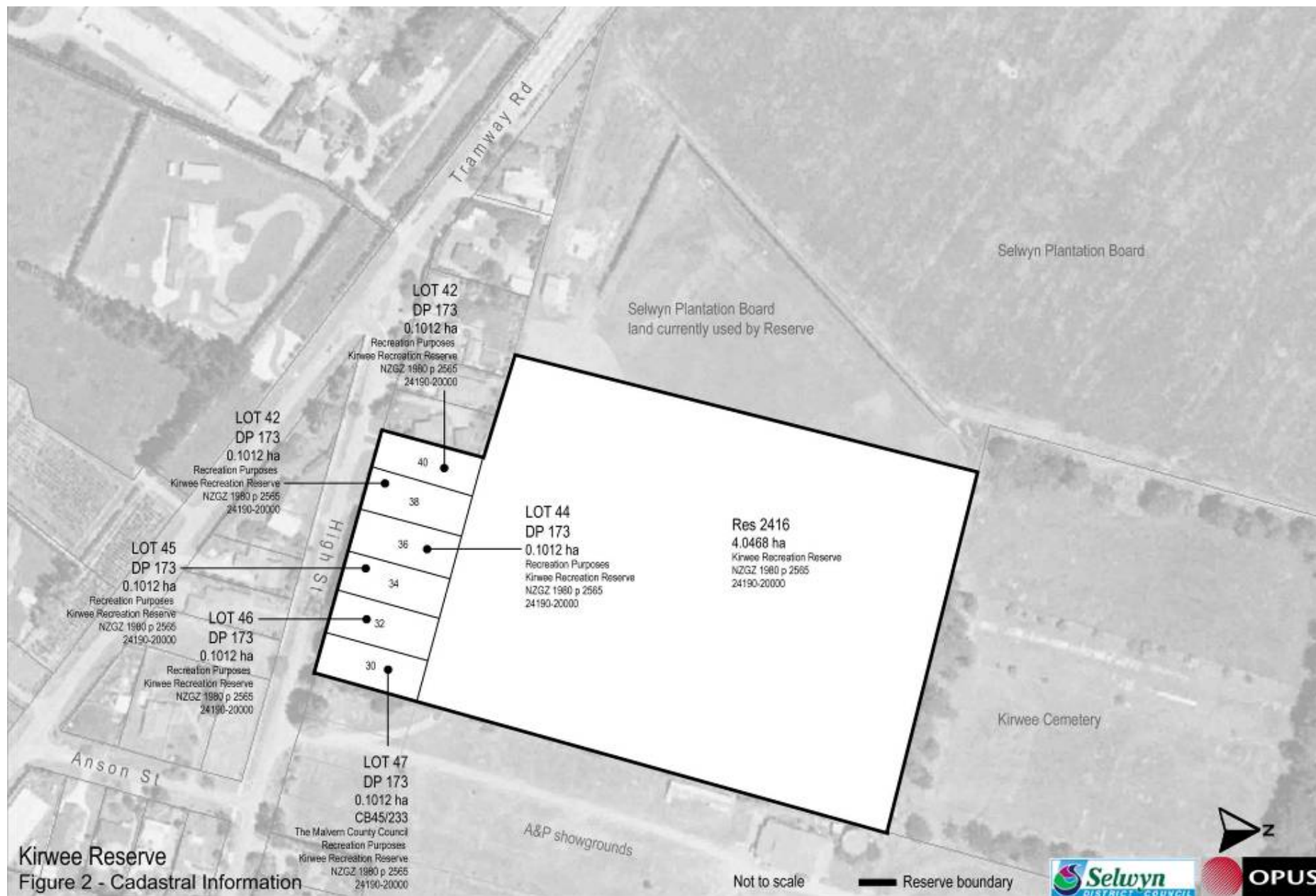
# Appendix

## Appendix One - Plans

- Figure 1 – Existing Situation
- Figure 2 – Cadastral Information
- Figure 3 – Kirwee Reserve Landscape Development Concept (2002)







[illegible]

## **Appendix Two – Management**

- Kirwee Reserve Management Current Committee Members
- Kirwee Reserve Committee Constitution
- Draft Asset Management Plan (2009)
- Kirwee Reserve Gazette Information
- Policy Manual, Selwyn District Council, October 2006 - Summary
- List of Relevant New Zealand Legislation and Regulations



### **Kirwee Reserve Management Current Committee Members**

**Chairman:** Ken May

**Secretary:** Adrienne Begg

#### **Sporting Bodies Reps:**

Tennis Club: Jenny Gallagher

Netball Club: Vanessa Moore

Rugby Club: Andrew Redmond

Cricket Club: Raymond Williams

Bowling Club: John Dysart

#### **Ratepayers Reps:**

Roger Milne

Malcolm Begg

Tony Armstrong

Gary Feast

Raewyn Feast

Ross Gilmour

Mary Ireland (SDC Representative)

Graeme Redmond (no voting powers, represents Kirwee Community Committee)

## Kirwee Reserve Committee Constitution

### Kirwee Recreation Reserve Management Committee

The Selwyn District Council, the Administering Authority for the control and management of the reserve for the particular purpose for which the reserve is classified, hereby constitutes a "Reserve Management Committee" to advise, recommend and carry out the day to day administration, maintenance and improvements of the said reserve within the broad guidelines of the "Reserve Policy" of the Selwyn District Council.

1. The Kirwee Recreation Reserve Management Committee shall be the controlling body in regard to the land and improvements described in appendix 'A'.
2. The elections shall be held in the month of November immediately following the Local Government Triennial Elections, with the first elections to be held prior to 31 March 1990.
3. The term of office shall be three (3) years.
4. The Management Committee shall consist of not less than five and not more than nine elected community representatives. In addition to the above a Selwyn District Councillor/Community Board member will be appointed on to the Management Committee and shall have the same powers on the Committee as an elected representative.

The nine community representatives on the Kirwee Recreation Reserve Management Committee shall be elected as follows.

- (a) Six (6) members to be nominated by the sporting clubs which regularly use the reserve.
- (b) Three (3) members to be elected from the public meeting called for the purposes of electing those people.

The names of representatives nominated by the sporting clubs and the Council's appointment will be submitted to the public meeting. Those nominated to fill the vacancies from the general public shall consent to stand for election to the management committee either verbally at the said public meeting or by giving consent in writing if they are absent from such meeting

5. The Chairman of the outgoing Reserve Management Committee or Board, or, in his/her absence, a member of the committee appointed by a majority of the committee members, shall preside at the public meeting. Any ties in the election of the representatives from the general public shall be decided by lot.
6. Members of the Reserve Management Committee shall meet immediately following the public meeting and shall elect from within its members a Chairman, Secretary and/or Treasurer. The office of Secretary and Treasurer may be combined. Any ties in the election of these officers shall be decided by lot. The first meeting of the newly appointed Reserve Management Committee shall be presided over by the representative of the Selwyn District Council or Darfield Community Board and at annual meetings thereafter the retiring Chairman or, in his/her absence, the person appointed to chair the public meeting referred to in clause 5 above, shall

-2-

preside at the first meeting of the said committee after each annual meeting.

7. Public notice of the date, time and place of the said Public Meeting shall be given by the Secretary of the Reserve Management Committee twice within the period of 14 days preceding the date of the said public meeting by two advertisements in a newspaper circulating in the district.
8. The names of the members elected or nominated to the Reserve Management Committee shall be submitted to the Selwyn District Council or Darfield Community Board for approval at their first meeting after the date of such public meeting. In the event of any member not being approved by the Selwyn District Council or Darfield Community Board the matter shall be referred back to the Reserve Management Committee for action in filling such a position.
9. In the event of extraordinary vacancies occurring in the membership of the Reserve Management Committee, the committee shall make a recommendation to the Council for the filling of any such vacancy.
10. Once approved by the Selwyn District Council, the Reserve Management Committee shall become an advisory committee of the Council, and as such, it shall be bound by the various Acts and Regulations governing the operation of the Local Authority and subject to its Standing Orders. These particularly refer to the Local Government Act 1974, the Local Authority Members' Interests Act 1968, the Local Government Officials Information and Meeting Act 1987, and the Reserves Act 1977.
11. The Chairman of the Reserve Management Committee shall preside at all meetings but in his/her absence, the committee shall appoint one of its number to act as Chairman for that meeting.
12. Meetings of the Reserve Management Committee shall be held as often as necessary in order to properly conduct the affairs of the said Reserve indicated in Appendix A, but in any case, shall be held at no greater than three month intervals.
13. Five members shall constitute a quorum at meetings of the Reserve Management committee.
14. The Secretary shall take full minutes of each and every meeting of the committee which shall be kept in a numbered minute book and read and confirmed at the following meeting. In addition, the Secretary will attend to all items of correspondence and shall submit the recommendations of the Reserve Management Committee to the Selwyn District Council/Darfield Community Board for their information.
15. The committee shall make whatever arrangements are considered necessary for the proper day to day running of the Reserve and the facilities erected thereon. It shall draw up a set of rules to govern such matters as allocation of grounds for the use of sports bodies, the use of such grounds, levying of ground rentals (if any), the use of the Reserve

generally and any other matters considered necessary. It shall draw up a set of rules to be observed by hirers of the facilities and the hires to be charged therefore. Such rules and schedule of hires and charges shall be submitted to the council for approval before being implemented by the Reserve Management Committee and, with the consent of the Council, they may be amended from time to time.

16. The Reserve Management Committee shall arrange to take bookings for the Reserve and the facilities therein and to collect the approved hires and charges.

All such hires and charges shall be paid to the Selwyn District Council at intervals not exceeding fourteen days.

17. The Reserve Management Committee shall be responsible for, or make arrangements for matters relating to caretaking and general maintenance of the Reserve and any facilities erected thereon, and any improvements or alterations considered necessary. Such arrangements or recommendations shall be submitted to the Darfield Community Board for approval before actioning within approved estimates of expenditure.

18. Annual General Meeting

The Kirwee Recreation Reserve Management Committee shall, in the month of July, call an Annual General Meeting of the said Reserve Committee.

Public notice of the meeting shall be in accordance with clause 7 above.

The Management Committee shall table draft financial accounts for the preceding financial year and draft estimates of income and expenditure for the current financial year as submitted to the District Council, and discuss the financial aspects of the Reserve with those present.

Any member of the public will have the right to discuss any matter on the order paper for the meeting and subject to the conduct of a proper and orderly meeting the Chairman shall have the right to conclude discussion on any matter.

Any matters of General Business for discussion from those present shall be tabled at the commencement of the meeting and reintroduced at the appropriate time for discussion.

19. Special General Meetings

The Chairman of Kirwee Recreation Reserve Management Committee shall, upon the written request of not less than 50% of the members of the committee, or upon the written request of at least twenty five (25) residents of the community call a Special General Meeting.

Public notice of the meeting shall be in accordance with clause 7 above and in addition shall indicate the matter to be discussed.

Only the matter so requested and notified shall be discussed at the meeting and any resolution of the meeting shall be referred to the Reserve

Management Committee for investigation and action.

Any member of the public will have the right to discuss the matter on the order paper for the meeting, and subject to the proper and orderly conduct of the meeting, the Chairman shall have the right to conclude the discussion on the matter if no consensus is able to be reached.

20. Financial Management

- (a) The responsibilities of the Treasurer shall be to receive all monies paid to the Committee and to acknowledge such receipt on official receipt forms provided by the Selwyn District Council and to account for such monies to the said Council.

If necessary, the Council will supply the Treasurer with \$20 imprest petty cash for meeting minor expenses and the Treasurer shall forward receipts for all payments from the petty cash account to the Council so that reimbursement of such expenses may be made as required. The Treasurer will also certify and forward to the Council from time to time, any invoices for goods and services rendered to the Reserve and which have not been met out of imprest petty cash.

These invoices will be paid by the Council out of Reserve Account.

- (b) The Reserve Management Committee will not commit the Council to expenditure in excess of \$250 on any one item without the prior approval of the duly appointed officer of the Council having first been obtained, and in line with the approved estimates of expenditure for the said Reserve.

- (c) The Selwyn District Council will provide the necessary accounting services such as payment of approved accounts, and production of financial statements and annual account for the Reserve Management Committee subject to fourteen (14) days clear notice of the meeting for which the information is required.

21. Estimates

The Reserve Management Committee shall prepare estimates of income and expenditure for the financial year and submit these to the Darfield Community Board as a part of the normal budgetary process.

Estimates shall be prepared and submitted before the 20 May in any year to cover the twelve (12) month financial year from 1 July to 30 June except that a special three (3) month financial year from 1 April 1990 to 30 June 1990 shall exist and estimates for that period must be submitted by 20 March 1990.

Note: The Management Committee shall indicate within their estimates the financial support they seek from Council as this will affect the method of financial control in line with the Reserve Policy.

22. The Selwyn District Council reserves the right to modify the constitution of the Reserve Management Committee and its policy on Reserve Administration at any time, or as any matter arises that requires such amendment for the proper conduct of Reserve Management. Such amendments and modifications will be considered by the Council in consultation with the said Committee prior to the implementation of the changes.
23. Liquor Licensing  
The Kirwee Recreation Reserve Management Committee shall ensure that where the sale and consumption of alcohol is concerned, the appropriate licence has been obtained and is current for any particular function.
24. Leasing of Reserves  
(a) Where land is contained within the reserve and is leased, the Reserve Management Committee shall, in conjunction with the duly appointed officer of the Selwyn District Council, prepare documentation for the lease.  
(b) The Reserve Management Committee shall advertise the lease and shall recommend to the Darfield Community Board the name and address of the successful leasee together with the lease amount and any special conditions attached for approval and subsequent signing and sealing of the lease document.  
(c) Where appropriate the Reserve Management Committee shall prepare, in consultation with the duly appointed officer of the Selwyn District Council, leases for the utilisation of their reserve with the associated sporting organisations and recreational users.

Such leases shall indicate the organisation concerned; term of lease; the annual rental; payment dates; review date for rental; leasees covenants including use of land and buildings; and mutual covenants for the control and use of the said portion of the reserve.

NAME: .. .. Kirwee Recreational Reserve  
LOCATION: .. .. High Street, Kirwee  
LEGAL DESCRIPTION: .. .. R 2416 and R 4763 and Lots 42, 43, 44 DP 173  
AREA: .. ..  
CLASSIFICATION: .. .. Recreational Reserve

[Extract from *N.Z. Gazette* No. 25, 5th April, 1934.]  
Page 383.

*Domestic Board appointed to Appear Control of the Kirwee Domain.*

BLEDISLOR, Governor-General.

ORDER IN COUNCIL.

At the Government Buildings at Wellington, this 20th day of March, 1934.

Present:

The Right Hon. G. W. FORBES PRESIDING IN COUNCIL.

IN pursuance and exercise of the powers conferred by the Reserves Act, 1926, His Excellency the Governor-General of the Dominion of New Zealand, acting by and with the advice and consent of the Executive Council of the said Dominion, doth hereby appoint

Thomas Patrick McGovern,  
Theodore Paterson,  
George Johnston,  
David John Smith, and  
George Raymond Belford

to be the Kirwee Domain Board, having control of the land described in the Schedule hereto; and doth hereby appoint Thursday, the 5th day of April, one thousand nine hundred and thirty-four, at half past seven o'clock p.m., as the time when, and the Domain grounds as the place where, the first meeting of the Board shall be held.

SCHEDULE.

CANTERBURY LAND DISTRICT—KIRWEE DOMAIN.

Reserve 2416, Blocks VIII and XII, Hawke's Bay Survey District: Area, 10 acres, more or less.

F. D. THOMSON,  
Clerk of the Executive Council.  
(L. and S. 1/369.)

Extract from *N.Z. Gazette*, 20 Dec. 1967, No. 82, page 2286

*Declaration That a Reserve Forms Part of the Kirwee Domain*

PURSUANT to the Reserves and Domains Act 1953, the Minister of Lands hereby declares the reserve for recreation purposes described in the Schedule hereto to be a public domain, subject to the provisions of Part III of the said Act, to form part of the Kirwee Domain to be administered as a Public Domain by the Domain Board.

SCHEDULE

CANTERBURY LAND DISTRICT—MALVERN COUNTY

LOTS 42, 43, and 44, D.P. 173, being part Rural Section 16807, situated in Blocks VIII and XII, Hawke's Bay Survey District: Area, 3 rods, more or less. All certificates of title, Volume 101, folio 173, and Volume 94, folio 48.

Dated at Wellington this 13th day of December 1967.

DUNCAN MACINTYRE, Minister of Lands.

(L. and S. H.O. 1/369; D.O. 8/1/64)

R. E. OWEN, Government Printer: Wellington, New Zealand

PHYSICAL DEVELOPMENT: .. .. 1 Rugby Field  
1 Hockey Field  
1 Cricket Pitch  
Bowling Green and Club Facilities  
4 No. Tennis Courts  
Tennis Pavilion  
1 Netball Court  
Toilet Block  
Concrete Post and Pipe Fence  
Pavillion and Changing Rooms

LEASE INFORMATION: RECREATION LEASES  
Lessee: Kirwee Tennis Club : Kirwee Bowling Club  
Term: 14 years : 14 years  
Exp:

OPERATIVE PLAN: DATED:  
REVISED:

## Draft Asset Management Plan (2009)



### 5.3.9 Kirwee Recreation Reserve

#### Key Details

Location:	Kirwee
Ward:	Malvern
Land Area:	4.6539 hectares
Reserve Status:	Recreation Reserve
Land Valuation:	\$146,000
Management:	Kirwee Reserve Management Committee
Key Activities:	Bowling, cricket, netball, rugby, tennis

#### Levels of Service

The key stakeholders and customers of the Kirwee Recreation Reserve are:

- Kirwee residents
- Kirwee Reserve Management Committee
- Selwyn Plantation Board
- A & P Association
- Kirwee Rugby Football Club
- Kirwee Cricket Club
- Kirwee Tennis Club
- Kirwee Bowling Club
- Kirwee Netball Club
- Kirwee School

A draft management plan was prepared for the reserve in July 2007. The plan identifies the need to secure the land currently occupied by the reserve and owned by the Selwyn Plantation Board as well as additional land to cater for future needs. Agreement with the Selwyn Plantation Board over purchase or lease and looking at other opportunities is required. Other needs identified include upgrade of the community sports pavilion and new toilet facilities.

#### Growth and Demand

Population forecasts for this area show that the population is static and unlikely to experience growth. There will be a ratio of 5.65 ha per 1,000 residents of recreation reserves in the locality by 2019 which meets provision standards. The management plan does however identify a need to formalise the ownership of the Plantation Board land used for sports fields and purchase of additional land.

Recreation reserve use has been analysed and shows a moderate level of both sporting and casual use with usage likely to increase over time. The approximate number of users/members for each of the sporting codes using Kirwee Recreation Reserve is:



• Rugby	80	• Netball	40
• Cricket	45	• Tennis	50
• Bowls	50		

#### Asset Description

Kirwee Recreation Reserve is a Crown owned reserve vested in the Council for administration. Part of the area used for reserve (approximately 1.92ha) extends west onto Selwyn Plantation Board land by mutual arrangement with the Board. The reserve includes a bowling club with 1 green, 2 rugby fields and an artificial cricket wicket, 6 tennis and 2 netball courts.

There are five main buildings on the reserve: the Kirwee Sports Pavilion; Tennis Clubroom; Bowling Pavilion; machinery shed and a public toilet. The tennis clubrooms and bowling pavilion are owned by the respective clubs. The toilets are in poor condition and the management committee are planning to demolish these and replace them with a modern facility.

Figure 5-15 shows that the Kirwee Recreation Reserve assets are generally in very good condition with the items in poor condition relating to the condition of internal paint finishes in the toilet block.

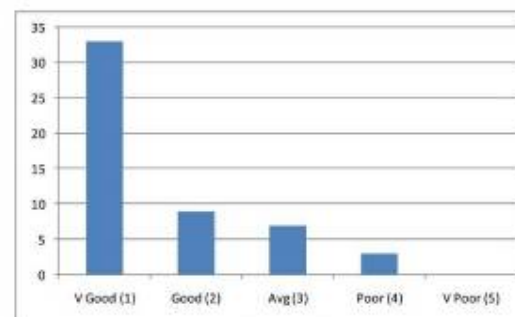


Figure 5-15: Asset Condition – Kirwee Recreation Reserve

Figure 5-16 shows that the Kirwee Community Sports Pavilion assets are generally in very good to good condition with the items in poor and very poor condition relating to the condition of minor fittings.



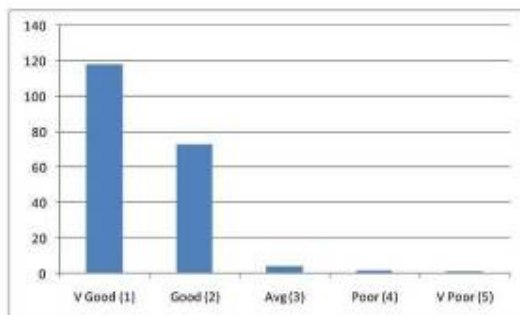


Figure 5-16: Asset Condition – Kirwee Community Sports Pavilion

#### Operations & Maintenance

Operations and maintenance of the Reserve is the responsibility of the management committee. The various clubs largely maintain their own facilities with the management committee responsible for maintenance of the community sports pavilion, playground, car parks and toilets. The committee determine the standard of maintenance and organise the required maintenance works.

The main items of cyclic maintenance identified are replacement of playground undersurfacing in 2009 and 2016 and painting of the community sports pavilion in 2013 and 2017. Other maintenance work on the pavilion and on the toilets has been deferred pending the development of new facilities.

#### Asset Renewal

Few asset renewal projects are required as many items will be superseded by the work planned for the pavilion and new public toilets. Some replacement of fencing is identified towards the end of the 10 year planning period.

#### Capital Development

Capital development projects identified in the management plan include expansion of community sports pavilion and public toilets in 2009/10 (funding has been allocated for this project). This project includes provision of an upgraded septic tank facility. Other projects identified include upgrading of play equipment, installation of barbeques and investigation of car park sealing. These will be implemented subject to further investigation and provision of funding.

Kirwee Recreation Reserve	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
<b>Routine Operations &amp; Maintenance</b>										
Routine O & M	16,600	16,600	17,100	16,600	17,200	16,600	16,600	17,100	16,600	16,600
<b>Total Routine O &amp; M</b>	<b>16,600</b>	<b>16,600</b>	<b>17,100</b>	<b>16,600</b>	<b>17,200</b>	<b>16,600</b>	<b>16,600</b>	<b>17,100</b>	<b>16,600</b>	<b>16,600</b>
<b>Scheduled Maintenance</b>										
Playground Undersurface	1,500	0	0	0	0	0	0	1,500	0	0
Exterior Painting - Sports Pavilion	0	0	0	0	0	0	0	0	6,000	0
Internal Painting - Sports Pavilion	0	0	0	0	12,100	0	0	0	0	0
<b>Total Scheduled Maintenance</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,100</b>	<b>0</b>	<b>0</b>	<b>1,500</b>	<b>6,000</b>	<b>0</b>
<b>Renewals</b>										
Picnic Table	0	0	0	0	0	0	0	0	0	800
Fencing Renewal	0	0	0	0	0	0	0	0	2,200	0
Carpet - Pavilion	0	0	0	0	0	0	0	0	0	7,500
Security System	0	0	0	0	0	0	0	0	1,500	0
<b>Total Renewals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,700</b>	<b>8,300</b>
<b>New Capital - To Service Growth</b>										
Pavilion Upgrade & Toilets	165,000	0	0	0	0	0	0	0	0	0
Cricket Nets	10,000	0	0	0	0	0	0	0	0	0
Management Plan Projects	0	20,000	20,000	0	0	0	0	0	0	0
<b>Total New Capital Growth</b>	<b>175,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>New Capital - Improved LOS</b>										
	0	0	0	0	0	0	0	0	0	0
<b>Total New Capital LOS Improvement</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total New Capital</b>	<b>175,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Table 5-15: Kirwee Recreation Reserve Cost Summary

# Kirwee Reserve Gazette Information

THE NEW ZEALAND GAZETTE		KIRWEE	1305
SCHEDULE			
CANTERBURY LAND DISTRICT—MALVERN COUNTY			
2048 square metres, more or less, being Rural Section 42206 (formerly part Rural Section 9097), situated in Block XIV, Hawkins Survey District. All certificate of title 396/247, S.O. Plan 4932.			
Dated at Christchurch this 17th day of March 1986.			
B. K. SLY, Assistant Commissioner of Crown Lands (L. and S. H.O. Res. 11/2/81; D.O. 8/3/93)			
Vesting a Reserve in The Malvern County Council			
PURSUANT to the Reserves Act 1977, and to a delegation from the Minister of Lands, the Assistant Commissioner of Crown Lands hereby vests the reserve, described in the Schedule hereto, in The Malvern County Council in trust for recreation purposes.			
SCHEDULE			
CANTERBURY LAND DISTRICT—MALVERN COUNTY—KIRWEE RECREATION RESERVE			
4.0468 hectares, more or less, being Reserve 2416, situated in Blocks VIII and XII, Hawkins Survey District. S.O. Plan 4514.			
6070 square metres, more or less, being Lots 42 to 47, D.P. 173, situated in Blocks VIII and XII, Hawkins Survey District.			
All Gazette notice 292378/1 (New Zealand Gazette, 1980, page 2965).			
Dated at Christchurch this 17th day of March 1986.			
B. K. SLY, Assistant Commissioner of Crown Lands (L. and S. H.O. Res. 11/2/79; D.O. 8/3/84)			
Setting Apart Maori Freehold Land as a Maori Reservation			
PURSUANT to section 439 of the Maori Affairs Act 1953, the Maori freehold land described in the Schedule hereto is hereby set apart as a Maori reservation for the purpose of an arupa for the common use and benefit of the descendants of Joseph Dis and Katarina Ngahiwai.			
SCHEDULE			
WELLINGTON LAND DISTRICT			
All that piece of land situated in Block VI, Te Whanga Survey District, Chatham Islands, and described as follows:			
Area Being			
4047 Kekerione 27F (Te Roto Cemetery)			
Dated at Wellington this 18th day of February 1986.			
B. S. ROBINSON, Deputy Secretary for Maori Affairs (M.A. H.O. 21/1/10; D.O. Ch. 3/14)			
Setting Apart Maori Freehold Land as a Maori Reservation			
PURSUANT to section 439 of the Maori Affairs Act 1953, the Maori freehold land described in the Schedule hereto is hereby set apart as a Maori reservation for the purpose of a burial ground, landing place, fishing grounds and place of historical and scenic interest and the protection of indigenous wildlife for the common use and benefit of the descendants of the original owners as determined by the Maori Land Court on 20 November 1983.			
SCHEDULE			
NELSON LAND DISTRICT			
All those pieces of land situated in Blocks I, II, III, IV, V, VII, IX, X, XI, XII, XIV, XV and XVII, D'Urville Survey District, and described as follows:			
SCHEDULE			
CANTERBURY LAND DISTRICT—MALVERN COUNTY—PART GREENDALE RECREATION RESERVE			
2048 square metres, more or less, being Rural Section 42206, situated in Block XIV, Hawkins Survey District. All certificate of title 396/247, S.O. Plan 4932.			
Dated at Christchurch this 17th day of March 1986.			
B. K. SLY, Assistant Commissioner of Crown Lands (L. and S. H.O. Res. 11/2/81; D.O. 8/3/93)			
Classification of Reserve			
PURSUANT to the Reserves Act 1977, and to a delegation from the Minister of Lands, the Assistant Commissioner of Crown Lands hereby classifies the reserve, described in the Schedule hereto, as a recreation reserve, subject to the provisions of the said Act.			

28 AUGUST

THE NEW ZEALAND GAZETTE

2565

*Fifthly*  
3.2375 hectares, more or less, being Reserve 1766, situated in Block I, Punaikahi Survey District. Part New Zealand Gazette, 1939, page 311. S.O. Plan 5291.

*Sixthly*  
161.1129 hectares, more or less, being Reserve 1831, situated in Block I, Punaikahi Survey District. Part Gazette notice 38975, S.O. Plan 4138.

*Seventhly*  
30.6296 hectares, more or less, being Reserve 1972, situated in Blocks I and II, Punaikahi Survey District. Part Gazette notice 38975, S.O. Plan 4713.

*Eighthly*  
943 square metres, more or less, being Reserve 2058, situated in Block I, Punaikahi Survey District. All Gazette notice 48095, S.O. Plan 5056.

*Ninthly*  
101.9302 hectares, more or less, being Reserve 2150, situated in Blocks I and II, Punaikahi Survey District. Part Gazette notice 38975, S.O. Plan 5450.

*Tenthly*  
140.0212 hectares, more or less, being Rural Section 4684, situated in Blocks I and II, Punaikahi Survey District. Part Gazette notice 38975, S.O. Plan 1083.

*Eleventhly*  
1.5833 hectares, more or less, being Rural Section 4685, situated in Block I, Punaikahi Survey District. Part Gazette notice 38975, S.O. Plan 1083.

## SECOND SCHEDULE

WESTLAND LAND DISTRICT—GREY COUNTY—PUNAKAI SCENIC RESERVE

*Firstly*  
6.9970 hectares, more or less, being part Reserve 969, situated in Block I, Punaikahi Survey District. Part New Zealand Gazette, 1914, page 3181. S.O. Plan 1084.

*Secondly*  
3.0149 hectares, more or less, being Reserve 1002, situated in Block IX, Waiwhero Survey District. All New Zealand Gazette, 1930, page 644. S.O. Plan 2757.

*Thirdly*  
1.0724 hectares, more or less, being Reserve 1085, situated in Block I, Punaikahi Survey District. All Gazette notice 38973, S.O. Plan 1084.

*Fourthly*  
6.9938 hectares, more or less, being Reserve 1137, situated in Block I, Waiwhero Survey District. All New Zealand Gazette, 1937, page 1558. S.O. Plan 3067.

*Fifthly*  
2.0234 hectares, more or less, being Reserve 1767, situated in Block I, Punaikahi Survey District. Part New Zealand Gazette, 1939, page 311. S.O. Plan 5291.

*Sixthly*  
30.3658 hectares, more or less, being Reserve 2009, situated in Block I, Punaikahi Survey District. All Gazette notice 38974, S.O. Plan 4776.

## THIRD SCHEDULE

NELSON LAND DISTRICT—BULLER COUNTY—PUNAKAI SCENIC RESERVE

*Firstly*  
321.4438 hectares, more or less, being Sections 6 and 7, Block IX, Brighton Survey District. All New Zealand Gazette, 1923, page 2076, S.O. Plan 7377.

*Secondly*  
118.6006 hectares, more or less, being part Section 8 and Section 15, Block V, and Part Section 2, Block IX, Brighton Survey District. Part New Zealand Gazette, 1931, page 2100. S.O. Plans 6295, 9805, 7376, and 6296.

*Thirdly*  
138.2436 hectares, more or less, being Sections 14 and 15 and Part 3, Block IX, Brighton Survey District. Part New Zealand Gazette, 1932, page 727. S.O. Plans 8608, 8651, 6296, and 9273.

*Fourthly*  
527.9125 hectares, more or less, being Sections 3, 11, 12, 13, and 16, Block V, Brighton Survey District. Part New Zealand Gazette, 1936, page 2323. S.O. Plans 6295, 7376, and 8346.

*Fifthly*  
22.6176 hectares, more or less, being Sections 22 and 24-M, Block IX, Brighton Survey District. Part New Zealand Gazette, 1945, page 362. S.O. Plans 9162 and 9322.

*Sixthly*  
1.3810 hectares, more or less, being Lot 44, D.P. 3558, being part Section 13, Block IX, Brighton Survey District. All New Zealand Gazette, 1962, page 393. Balance certificate of title 81/228.

*Seventhly*  
1.4923 hectares, more or less, being Seal Island, situated in Block I, Brighton Survey District. All New Zealand Gazette, 1964, page 1594. S.O. Plan 6962.

*Eighthly*  
9637 square metres, more or less, being Lot 45, D.P. 3558, being part Section 13, Block IX, Brighton Survey District. All New Zealand Gazette, 1967, page 116. All certificate of title 28/380.

*Ninthly*  
6.6773 hectares, more or less, being Section 35, Block IX, Brighton Survey District. All New Zealand Gazette, 1968, page 1653. S.O. Plan 10692.

*Tenthly*  
1.3152 hectares, more or less, being Lot 42, D.P. 3558, situated in Block IX, Brighton Survey District. T191557.1. Dated at Wellington this 19th day of August 1980.

N. D. R. McKERCHAR,  
Assistant Director of National Parks and Reserves,  
Department of Lands and Survey.  
(L. and S. H.O. Res. 10/3/85; D.O. 13/11 and 13/41)

## Classification of Reserve

PURSUANT to the Reserves Act 1977, and to a delegation from the Minister of Lands, the Assistant Commissioner of Crown Lands hereby declares the reserve, described in the Schedule hereto, to be classified as a reserve for recreation purposes, subject to the provisions of the said Act.

## SCHEDULE

CANTERBURY LAND DISTRICT—MALVERN COUNTY—  
KIWIWE RECREATION RESERVE

4.0468 hectares, more or less, being Reserve 2416, situated in Blocks VIII and XII, Hawkins Survey District. S.O. Plan 4514. All New Zealand Gazette, 1989, page 779.  
3205 square metres, more or less, being Lots 45, 46, and 47, D.P. 173 (formerly Reserve 4763), situated in Block XII, Hawkins Survey District. All certificates of title 45/233 and 640/63.

2023 square metres, more or less, being Lots 42 and 43, D.P. 173, situated in Blocks VIII and XII, Hawkins Survey District. All certificate of title 101/173.

1011 square metres, more or less, being Lot 44, D.P. 173, situated in Block XII, Hawkins Survey District. All certificate of title 94/48.

Dated at Christchurch this 1st day of July 1980.

B. K. SLY, Assistant Commissioner of Crown Lands.  
(L. and S. H.O. Res. 11/2/79; D.O. 8/3/64)

## Classification of Reserve

PURSUANT to the Reserves Act 1977, and to a delegation from the Minister of Lands, the Assistant Commissioner of Crown Lands hereby declares the reserve, described in the Schedule hereto, to be classified as a reserve for scenic purposes, subject to the provisions of section 19 (1) (a) of the said Act.

## SCHEDULE

CANTERBURY LAND DISTRICT—ASHBURTON COUNTY—  
PUKIHIHI HILL SCENIC RESERVE

35.3796 hectares, more or less, being Reserve 3743 (formerly part Reserve 3315), situated in Block VIII, Hunt Survey District.

All New Zealand Gazette, 1907, page 1927. S.O. Plan 4804. Dated at Christchurch this 13th day of August 1980.

B. K. SLY, Assistant Commissioner of Crown Lands.  
(L. and S. H.O. Res. 11/3/68; D.O. 8/3/77)

**Policy Manual, Selwyn District Council, October 2006 - Summary.**

Listed below are SDC Policies related to the Reserve. (To be used as reference only).

C204	Cultural and Recreational Special Fund
C301	Consultation Policy
C505	Vandalism
C602	Crime Prevention through Environmental Design
C605	Development of Concept Plans (Resource Management Act 1991)
D100	Dog Control
L101	Strategic Purchase of Land for Designated Purposes
L202	Renewal of Leases
L203	Recreational Leases
L204	Revocation of Reserve Classifications
P202	Public Toilets
R303	Fencing on Reserves
S402	Reserve Funds
S402	Reserve Funds
T201	Specimen Trees on Council Land

## **List of Relevant New Zealand Legislation and Regulations**

### **NEW ZEALAND LEGISLATION:**

#### **Building Act 1991**

The Building Act defines public toilets and information centres as buildings, requiring building consents. The Building Act gives acceptable solutions, using the New Zealand Building Code (NZBC) as NZS 4121:2001, for minimum numbers and standards of fixtures. The NZBC also gives requirements for structural integrity of buildings and personal health in public toilets. Section 47A required that building be accessible for persons with disabilities, who may be expected to visit and carry out normal activities.

#### **Health Act 1956**

Section 23 of the Health Act covers the duty of the local authority to improve, promote and protect health within its district. Under Section 25 the Minister of Health may require a local authority to provide sanitary works for the public.

#### **Human Rights Act 1993**

The Human Rights Act prohibits discrimination on the grounds of disability.

#### **Local Government Act 1974**

Section 596 of the Local Government Act allows territorial authorities to provide and maintain land and buildings to be used as restrooms and for other public amenities.

#### **Reserves Act 1977**

Public toilets are not mandatory in parks but this Act provides for their development.

#### **Resource Management Act 1991**

The Resource Management Act promotes sustainable management of natural and physical resources, including development and protection.

### **NEW ZEALAND REGULATIONS:**

New Zealand Building Regulations 1992

New Zealand Building Code 1992 (NZBC)

Clauses to refer to are: A2, D1, G5 and F8

### **NEW ZEALAND STANDARDS:**

NZS 4121:2001 – Design for Access and Mobility – Buildings and Associated Facilities

NZS 4241: 1999 – Public Toilets

NZS 8603: 1992 – Outdoor recreation symbols

NZ Standard 5828:2004, “Playground Equipment and Surfacing”

### **JOINT AUSTRALIAN & NEW ZEALAND STANDARDS:**

AS/NZS 1730: 1996 – Washbasins

AS/NZS 3982: 1996 – Urinals

(Parks and Waterways Access Policy, Christchurch City Council April 2002)



### Appendix Three – Background

- Historic Article - article written by Mr. C. Bedford and Mrs A. Begg,

Edited by Mr G.Bedford and Mrs A. Begg.

The Kirwee Domain Board started off as a joint committee with the Courtenay Domain in 1879. It was known as the Courtenay and Kirwee Recreation Reserves, but eventually separated in the late 1880's, early 1890's, and has since been known as the Kirwee Domain Board.

In the early days the meetings were either held in the Hotel or Batstone's Bakehouse, about once a week. These few members did much work to improve the domain such as clearing and burning of gorse, topping and chopping down of trees and levelling the ground. They were unable to make any other improvements as finances were very low.

The first chairman was T.Auson, then J.N.Lawrey 1895-1917, G.Bedford 1919-1922, A.Stewart 1922-27, G.Batstone 1927-48, G.R.Bedford 1949-70, and the present chairman is Mr D.S.Gunn. Some of these men have relatives living around our district today.

There have been various sporting clubs who have used the domain one of which has now ceased while others are still going. Cricket started in 1880, football about 1906, tennis 1886, hockey 1931, and there was an Athletic Club who had a cinder track, who held meetings regularly. It was at one of these meetings, that the New Zealand Pole Vaulting record was broken. The tennis club had two courts in the domain, but in 1936 they built new courts and pavilion on the present site and this land was taken over by the domain board in 1962.

The biggest improvements to the domain has been done since 1950. In 1949 the domain was swamp ploughed levelled and resown. 1955 saw great developments in the domain. Local men under the command of R.Wilson and T. Macartney built a concrete block sports Pavilion. The finance for this coming mainly from the local residents. Also, the Kirwee Bowling Club was formed and Mr R.Wilson is mainly responsible for the making of the bowling green and establishing the club. 1956 again saw the local men at work building concrete block conveniences for men and ladies and making tables and forms for use in the pavilion.

During 1950 and 1970 various smaller activities took place such as more lighting, spraying of gorse etc, topping of trees, building a copper shelter and a mower shed and erecting a boundary fence. In 1962 because of vandalism to the grounds a concrete post and pipe rail fence was erected. Again in 1965 two ladies conveniences were built and this was mainly done by MR G.Bedford. The most recent building in the domain to take place was the erection of a concrete block, block of conveniences, eight ladies and mens, this was in conjunction with the A. & P. Association.

The Kirwee Domain Board has been most fortunate in having had such a wonderful band of members who have been most willing to make our domain, a domain to be proud of by outsiders and by our local people. Our domain is very popular during the summer months for picnics and this just proves that the work put into the domain is appreciated by others.

Our biggest thanks must go to the Lands and Survey Department, for without their support both financially and otherwise during the last few years, the Domain would not be in the splendid condition it is today. Also to the residents of the district who are always willing to give financially to any improvements to our domain or to volunteer to do any work. We also must thank the Council too, for their financial support over the past few years.

## Appendix Four – Submissions received

### Submission 1: Graham

*SUBMISSION ON CONSULTATION ON KIRWEE SCENIC RESERVE DRAFT MANAGEMENT PLAN*  
Section 41 Reserves Act 1977

**COMMUNITY & PUBLIC HEALTH**  
Healthy Physical Environments Team  
PO BOX 1475  
Christchurch 8040  
Ph: 03 3641 777 Fax: 03 3796 488

#### Person making submission:

Medical Officer of Health, Community and Public Health  
**Postal Address:**  
PO Box 1475, Christchurch 8140  
**Contact Person:**  
Name: Lew Graham  
DDI: 03 3786 740  
Email: lew.graham@cdhb.govt.nz

**Reserve:** Kirwee Reserve  
**Name of Authority:** Selwyn District Council

**Closing Date:** 15 August 2009  
**Contact person:**

#### 1. The Submitter supports the proposed Management Plan

The plan is supported because encouraging public access to, and activity in, reserves provides a range of positive benefits to public health.

However this submission identifies a number of public health issues that deserve to be considered and incorporated as appropriate in the Management Plan

#### 2. Reasons for Making Submission

The reasons for making this submission are to promote the reduction of adverse environmental effects on the health of people and communities and to improve, promote and protect their health pursuant to the New Zealand Public Health and Disability Act 2000 and the Health Act 1956.

Members of the public who visit reserves and utilise the facilities frequently have expectations of the health standards of those facilities. Primarily these relate to the quality of the water available onsite and the availability and cleanliness of toilet facilities but they can also include providing playgrounds, facilities for the disabled and other features.

However, it is recognised that among the various types and locations of reserves, some within urban areas and some in genuinely remote locations, there will be varying rationales and priorities for providing facilities. It is also recognised that there is unlikely to be a single answer that is correct for all of Selwyn District Council's Reserves.

#### 3. Submission

The Submitter supports the public health elements of the proposed Management Plan, and, in particular:

Objective 9.3 relating to the maintain and enhance existing facilities and the commissioning of a feasibility study for a new toilet block and

Objective 13 to provide a secure long term water supply for recreational use


are strongly supported.

In addition it is recommended that if a potable water supply and/or toilet facilities are not available, then every effort is made to pre-warn visitors by:

- identifying the absence of such facilities on maps, brochures and websites, and
- identifying the nearest alternative facilities available, and
- having signage in place at the Reserve to direct the public to these alternative facilities.

It is also strongly recommended that if any water is provided onsite, such as hand washing water at toilets, and this water is not of potable drinking water quality, then this is made clear by the provision of warning signs which indicate the water is not suitable for drinking without further treatment.

#### 4. I do not wish to be heard in support of my submission

  
L A Graham  
Health Protection Officer  
Date: 11/08/09

## Submission 2: Dohmen

It is with great interest that I have read the draft management plan for the Kirwee reserve. I would like to share the following comments with you.

I think it is great that the management plan puts a great emphasis on sporting facilities. Sporting is a pleasant way to meet other people and build a (fit) community. However, I think the management plan does not enough to engage people in other ways. I would like to see an extensive area with native planting where people can relax, chat with each other or have a picnic and basically enjoy the outdoors. Although Kirwee has some existing native planting strips, I think that a greener Kirwee would make an even better place to live in. With Kirwee expected to keep on growing in the next few years, this is the moment to claim so much an area so that can be enjoyed by current and future generations.

Another idea to engage people in the community would be to offer them small allotments to grow their vegetables, I am sure people with smaller sections would like to use this opportunity.

I would not like to be heard. Thank you very much.

Kind regards  
Frank Dohmen  
1299 Courtenay Rd  
Kirwee

## Submission 3: Walters

I have just had a look at Kirwee's plan (as an interested ratepayer) and just noted a couple of things. Firstly a small typo on page 36, the tennis club rep is Jenny Gallagher.

The Kirwee school has very small grounds - not even one junior size playing field. Despite this, they do not make a great deal of use of the reserve as it is quite a distance for the children to walk and takes a lot of time to get all the kids there and back. Their use is occasional eg. cross country, fun day.

Do you know if the school has had any involvement in the plan?

Regards,

Sarah Walters  
Selwyn District Councillor  
Midhurst Road  
Aylesbury