

16. 5. 2013

**LYTTELTON/MT HERBERT COMMUNITY BOARD  
21 MARCH 2013**

**Minutes of a meeting of the Lyttelton/Mt Herbert Community Board  
held on Thursday 21 March 2013 at 1.32pm in the  
Boardroom, Lyttelton Service Centre, 15 London Street, Lyttelton**

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

**APOLOGY:** An apology for absence was received and accepted from Paula Smith.  
  
An apology for early departure was received and accepted from Claudia Reid who left at 3.20pm being absent for Clauses 7.1, 7.3, 8 and 9.

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

The meeting adjourned at 3.52pm and reconvened at 4.04pm.

The Board reports that:

**PART B - REPORTS FOR INFORMATION**

**1. DEPUTATIONS BY APPOINTMENT**

**1.1 DIANA HARRISON**

Diana Harrison addressed the Board regarding recent urban planning decisions in Lyttelton, including the decision to purchase a property for a civic square and the decision to decline the proposal for a residential dwelling at 2 Sumner Road.

Ms Harrison was advised of opportunities the public had to submit on current documents which could have an impact in Lyttelton, including the Lyttelton Civic Square consultation and the Land Use Recovery Plan.

Ms Harrison was also informed that to date no application for resource consent had been received by the Council for the property at 2 Sumner Road.

The Board **decided** to ask that staff consider the appointment of Mr Graham Allen, Architect, as a member of the Urban Design Panel in relation to applications for Lyttelton building projects.

**1.2 KRIS HERBERT**

Kris Herbert addressed the Board regarding what she believed was the urgent need to update the design guidelines and parking requirements for Lyttelton, as a first step towards the rebuild of the Lyttelton town centre, and she asked that the Council consider changing the timeline for the review of these issues.

Ms Herbert was advised of the opportunity the public had to submit on the Land Use Recovery Plan which could have an impact on future development in Lyttelton.

The Board **decided** to ask that the matter of the District Plan change including an update of the Lyttelton Design Guidelines be the subject of a briefing from staff at their next meeting.

**2. CORRESPONDENCE**

**2.1 SIMON LITTLEJOHNS AND MARGARET RICKETTS**

The Board received correspondence from Simon Littlejohns and Margaret Ricketts regarding the Head to Head walkway.

## 2 Cont'd

The Board **received** the correspondence and referred it to staff for comment and consideration in conjunction with the options being assessed for Sumner Road.

### 2.2 DAVE SANDERS

The Board received correspondence from Dave Sanders regarding a proposal to incorporate the bell tower from the demolished St Joseph's Catholic Church in the planning for the new Lyttelton Civic Square.

The Board **received** the correspondence and referred it to staff working on the Lyttelton Civic Square consultation.

## 3. PRESENTATION OF PETITIONS

Nil.

## 4. NOTICES OF MOTION

Nil.

## 5. MINUTES OF LYTTELTON HARBOUR/WHAKARAUPU ISSUES GROUP – 12 FEBRUARY 2013

The Board **received** the minutes of the Lyttelton Harbour/Whakaraupo Issues Group meeting of 12 February 2013.

## 6. RESERVE MANAGEMENT COMMITTEES

### 6.1 LYTTELTON RESERVES MANAGEMENT COMMITTEE

The Board **received** the minutes of the Lyttelton Reserves Management Committee meeting of 11 February 2013.

## 7. BRIEFINGS

### 7.1 LOCAL ALCOHOL POLICY

Staff gave a presentation updating the Board on the work that had been undertaken so far on the Local Alcohol Policy (LAP).

### 7.2 CHARTERIS BAY WATER AND WASTEWATER

Staff updated the Board on progress with the implementation of the Charteris Bay Water and Wastewater infrastructure replacement project.

### 7.3 GRAFFITI OFFICE

Staff briefed the Board on the Tag Force database being operated by the Graffiti Office and the successful outcomes to date.

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

Specific mention was made of the following matter:

- The Board **decided** to request that there be some discussion with the Board and possibly further negotiation, before the seats outside the supermarket in London Street were removed or moved.

**9. ELECTED MEMBERS' INFORMATION EXCHANGE**

Specific mention was made of the following matters:

- Members expressed concern at the lack of notification to the Community Board on community matters when information appeared to have been given to community members, and **decided** to ask for an update on the status of the Norman Kirk Memorial Pool and the Lyttelton Recreation Centre.
- Members also expressed concern at the apparent lack of any response to the offer by local volunteers and groups wanting to assist with the rebuild of recreation facilities in Lyttelton, and **decided** to request an update on the process to allow this to occur.
- The Board **decided** to investigate the purchase of two Lyttelton Fire Brigade books to be donated to the Pahiatua Community Board and Otago Peninsula Community Board to acknowledge their donations to the Board for earthquake recovery projects. The books could be presented at the Community Boards' Conference in May.

**10. QUESTIONS UNDER STANDING ORDERS**

Nil.

**PART C - REPORT ON DELEGATED DECISIONS**

**11. CONFIRMATION OF MEETING MINUTES – 21 FEBRUARY 2013**

The Board **resolved** that the minutes of the Board's meeting held on Thursday 21 February 2013 be confirmed.

**12. LYTTTELTON/MT HERBERT COMMUNITY BOARD STRENGTHENING COMMUNITIES FUNDING 2013/14 – BOARD BIDS**

The Board considered a report to approve the projects that will be submitted on behalf of the Board to the Strengthening Communities Fund 2013/14.

That Board **resolved** to approve the projects as presented for submission as applications to the 2012/13 Strengthening Communities Fund.

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

The Board considered an application for funding from its 2012/13 Discretionary Response Fund from The Huxster Mountain Bike Trust for \$8,600 towards the Lyttelton Urban Down Hill Event.

16. 5. 2013

Lyttelton/Mt Herbert Community Board 21. 3. 2013

- 4 -

13 Cont'd

**STAFF RECOMMENDATION**

It is recommended that the Lyttelton/Mt Herbert Community Board approve a grant of \$4,000 from its 2012/13 Discretionary Response Fund to The Huxster Mountain Bike Trust for the Lyttelton Urban Down Hill towards traffic management plan implementation and film and media costs.

The Board **resolved** to approve a grant of \$3,000 from its 2012/13 Discretionary Response Fund to The Huxster Mountain Bike Trust for the Lyttelton Urban Down Hill towards traffic management plan implementation and film and media costs.

The meeting closed at 4.40pm.

**CONFIRMED THIS 18TH DAY OF APRIL 2013**

**PAULA SMITH  
CHAIRPERSON**