

**LYTTELTON/MT HERBERT COMMUNITY BOARD  
AGENDA**

**THURSDAY 20 JUNE 2013  
AT 1.30PM**

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

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

**Community Board Adviser**

Liz Carter

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**PART A - MATTERS REQUIRING A COUNCIL DECISION**

**PART B - REPORTS FOR INFORMATION**

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

### *“A place where people enjoy living”*

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

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

Lyttelton/Mt Herbert Community Board  
Adopted 15 May 2012

20. 6. 2013

1. **APOLOGIES**

2. **CONFIRMATION OF MEETING MINUTES – 23 MAY 2013**

The minutes of the Board's meeting of 23 May 2013 are **attached**.

**STAFF RECOMMENDATION**

That the minutes of the Board's meeting held on Thursday 23 May 2013 be confirmed.

**LYTTELTON/MT HERBERT COMMUNITY BOARD  
23 MAY 2013**

**Minutes of a meeting of the Lyttelton/Mt Herbert Community Board  
held on Thursday 23 May 2013 at 1.30pm  
in the Boardroom, Lyttelton Service Centre, 15 London Street, Lyttelton.**

**PRESENT:** Paula Smith (Chairperson), Jeremy Agar and Ann Jolliffe.

**APOLOGY:** An apology for absence was received and accepted from Claudia Reid, Adrian Te Patu and Andrew Turner.

**KARAKIA:** Paula Smith gave the opening karakia.

The Board acknowledged the passing of Mr Russ Barron, a well respected member of the Lyttelton Volunteer Fire Brigade, Order of St Johns Banks Peninsula and Christchurch Returned Services Association.

The Board reports that:

**PART B - REPORTS FOR INFORMATION**

**1. DEPUTATIONS BY APPOINTMENT**

**1.1 PETE DAWSON, PROPOSAL FOR CIVIC SQUARE**

Pete Dawson from the Lyttelton Returned Services Association was unable to attend.

**1.2 DAVE SANDERS, PROPOSAL FOR CIVIC SQUARE**

Dave Sanders tabled a presentation and addressed the Board regarding a proposal to have the 160 year old church bell retrieved from the demolition of St Joseph's Catholic Church, sited within the proposed Lyttelton Civic Square. He said the bell would be donated to the Lyttelton community from the Church, and it was proposed that the support structure for the bell would use stone and wooden beams also retrieved from the demolition of the church.

**1.3 DIANA HARRISON, WHEELIE BINS, CORSAIR BAY**

The deputation was withdrawn.

**1.4 MILLICENT ST CLARE SMITH**

Millicent St Clare Smith reported to the Board on her participation at the 2013 Peewee International Friendship (ice hockey) Tournament in Canada which had been assisted by a grant from the Lyttelton/Mt Herbert Community Board 2012/13 Youth Development Scheme.

**1.5 SUE STUBENVOLL, LYTTELTON'S RELATIONSHIP WITH ANTARCTICA**

Sue Stubenvoll, a member of several organisations associated with Antarctica, addressed the Board regarding the lack of displays in Lyttelton promoting the town's very strong links with Antarctica. She reported on a proposal to construct a large bronze statue of a husky dog with funding coming from various organisations. The statue would be based on one of the actual Antarctic dogs and it was hoped it could be placed on public land overlooking the Lyttelton harbour, to salute and acknowledge the seafarers past and present who travel to the southern ocean and Antarctica.

She requested that the Board and the Council consider allocating a suitable site for the statue to be erected.

## 2. CORRESPONDENCE

### 2.1 CHURCH BAY NEIGHBOURHOOD ASSOCIATION INC – 16 APRIL 2013

The Board received correspondence from the Church Bay Neighbourhood Association, expressing concern at the lack of progress in repairing the Church Bay jetty and seeking clarification on Council's plans for maintenance of the jetty.

The Board **received** the correspondence and referred it to staff for comment with a request for an update on the progress of the condition assessment reports for harbour structures.

### 2.2 CHURCH BAY NEIGHBOURHOOD ASSOCIATION INC – 28 APRIL 2013

The Board received correspondence from the Church Bay Neighbourhood Association regarding the insurance funds for Godley House.

The Board **received** the correspondence and referred it to staff for comment. The Board noted that a public meeting being held in Diamond Harbour shortly will probably answer a lot of the questions that the community had about this issue.

### 2.3 RESIDENTS OF ST DAVIDS STREET AND RESERVE TERRACE

The Board received correspondence sent to the Council, from residents of St Davids Street and Reserve Terrace requesting a resolution to the question of legal ownership and responsibility, of the alleyway adjoining their properties. In an email accompanying this correspondence, the residents had said they would appreciate the Board looking into this matter, which is complicating earthquake repairs, and let them know what action the Council is taking.

The Board **received** the correspondence.

(Refer Clause 9)

## 3. PRESENTATION OF PETITIONS

Nil.

## 4. NOTICES OF MOTION

Nil.

## 5. MINUTES OF LYTTELTON HARBOUR/WHAKARAUPU ISSUES GROUP – 9 APRIL 2013

The Board **received** the minutes of the Lyttelton Harbour/Whakaraupo Issues Group meeting held on 9 April 2013.

## 6. RESERVE MANAGEMENT COMMITTEES

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

- Lyttelton Reserves Management Committee 22 April 2013.
- Lyttelton Recreation Ground Reserve Management Committee 9 April 2013.

**7. BRIEFINGS**

**7.1 JOHN MACKIE, UNIT MANAGER, TRANSPORT AND GREENSPACE**

John Mackie, Unit Manager, Transport and Greenspace was introduced to the Board and gave an update on work currently being undertaken by the Unit, including remediating landslips on the Port Hills, retaining walls, geotechnical issues and marine harbour structures.

**7.2 TAMMARA MCKERNAN, SOLID WASTE**

The briefing was withdrawn.

**7.3 LYTTTELTON CIVIC SQUARE CONCEPT PLAN**

Staff presented Options One and Two of the Draft Concept Plan for the Civic Square, prior to its release for public consultation from 10 June to 1 July 2013. Particular views being sought from the public were suggestions on a name for the site, the preferred concept plan and views on the transitional art projects. The Board noted that a permanent site suitable for performing drama productions, had been requested by the community, together with provision for electrical equipment to assist those productions.

**7.4 LYTTTELTON MASTER PLAN UPDATE**

Janine Sowerby, Senior Planner, updated the Board on progress with implementation of the Lyttelton Master Plan and issues relating to the Lyttelton Farmers Market, the Lyttelton Access Statement, the Draft Lyttelton Harbour Emergency Response Plan and the.

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

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

**9. ELECTED MEMBERS' INFORMATION EXCHANGE**

Specific mention was made of the following matters:

- **LYTTTELTON ALLEYWAYS**

The Board **decided** to make a deputation to a meeting of the Environment and Infrastructure Committee to raise the profile of legal issues relating to ownership of, and responsibility for, the many historic alleyways and steps in Lyttelton.

**10. QUESTIONS UNDER STANDING ORDERS**

Nil.

## PART C - REPORT ON DELEGATED DECISIONS

### 11. CONFIRMATION OF MEETING MINUTES – 18 AND 24 APRIL 2013

The Board **resolved** that the minutes of the Board's meeting held on Thursday 18 April 2013 and Wednesday 24 April 2013 be confirmed, subject to the following amendments:

Deletion of the words "for that" in the last line of the first paragraph Clause 1.3 to read:

*Kate Bould from the Governors Bay Community Association requested the Board's guidance and support to enable the community to have input into the Facilities Rebuild process, to ensure any rebuild/repair of the Governors Bay Community Centre will meet the current needs of the community and allow for betterment ~~for that~~ to occur.*

Addition to Clause 7, fourth item to read:

- The Board **decided** to request that staff convene a meeting of interested parties to establish a Naval Point Boat Safety Working Party, **subject to confirmation of funding in the Three Year Plan.**

### 12. CANTERBURY AND RIPON STREETS RETAINING WALL LANDSCAPE PLAN

The Board considered an application seeking approval of a proposed planting plan for the Canterbury Street and Ripon Street retaining walls, following consultation with the local community.

The Board **resolved** to approve the proposed landscape plan as presented, for the Canterbury Street and Ripon Street retaining walls to be implemented following construction of the retaining walls.

### 13. LYTTELTON/MT HERBERT COMMUNITY BOARD STRENGTHENING COMMUNITIES FUNDING – KEY LOCAL PROJECTS REPORT 2013/14

The Board considered a report as to whether they wish to recommend any Key Local Projects to the Metropolitan Strengthening Communities Fund for 2013/14.

The Board **resolved** to recommend the following:

- (a) Whakaraupo Carving Centre Trust project as a Key Local Project and recommend a grant of \$15,000 to be considered by the Metropolitan Funding Committee for the 2013-14 Strengthening Communities Fund.
- (b) Lyttelton Historical Museum Society project as a Key Local Project and recommend a grant of \$50,000 to be considered by the Metropolitan Funding Committee for the 2013-14 Strengthening Communities Fund.

The meeting closed at 3.55pm.

**CONFIRMED THIS 20TH DAY OF JUNE 2013**

**PAULA SMITH  
CHAIRPERSON**



3. DEPUTATIONS BY APPOINTMENT

4. CORRESPONDENCE

4.1 LYTTELTON RESERVES MANAGEMENT COMMITTEE

**Attached** is a letter from the Lyttelton Reserve Management Committee asking the Board to request that Council staff investigate whether new tracks have been formed in the Urumau and Whaka Raupo reserves.

**STAFF RECOMMENDATION**

That the correspondence be received and be passed to staff with a request to investigate and report back to the Board and the Lyttelton Reserve Management Committee on whether new tracks have been formed in the Urumau and Whaka Raupo Reserves.

20. 6. 2013

ATTACHMENT TO CLAUSE 4.1



**Lyttelton Reserves Management Committee**

C/o 24 Gilmour Tce,  
Lyttelton, 8082

5 June 2013

The Chairperson  
Lyttelton Mt Herbert Community Board  
Christchurch City Council  
P O Box 237  
Christchurch

Dear Ms Smith

At a recent meeting of the Lyttelton Reserves Management Committee (LRMC), it was brought to the attention of the Committee that it is possible a number of new walking tracks may have been cut or developed within the Whaka Raupo Reserve. It is also known that track clearing may have taken place in Urumau Reserve adjacent to the last set of Committee tree plantings.

As you will appreciate, that since the earthquakes both of the Reserves are closed to public access but Committee members who live adjacent to the Reserves are aware the general public continue to use the tracks.

It will be very appreciated if through the Community Board, Council Staff are tasked with investigating if in fact new tracks have been established and in particular within Whaka Raupo Reserve. If new tracks have been cut and without the knowledge of the Council or the Council Staff, then this is of concern to the Committee as both public safety and protection to the vegetation and habitat maybe at risk.

Clearly the Committee has no authority to investigate this matter and hence the Boards assistance is sought.

It will be very appreciated if the Board can report back to LRMC the outcome of any investigation action findings.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Rob Angelo', with a long horizontal line extending to the right.

Rob Angelo  
Chair  
Lyttelton Reserves Management Committee

5. PETITIONS

6. NOTICES OF MOTION

7. RESERVE MANAGEMENT COMMITTEES

## 8. 2011/12 STRENGTHENING COMMUNITIES FUND END OF PROJECT ACCOUNTABILITY REPORTS

<b>General Manager responsible:</b>	General Manager Community Services , DDI 941-8607
<b>Officer responsible:</b>	Community Support Manager
<b>Author:</b>	Lincoln Papali'I – Strategic Initiatives Manager

### PURPOSE OF REPORT

1. The purpose of this report is to provide the Board with a summary of the end of year accountability report for projects that received funding from the Boards 2011/12 Strengthening Communities Fund (SCF).

### EXECUTIVE SUMMARY

2. The amount of the Council's SCF allocated by the Board for the 2011/12 financial year was \$38,398, comprising:

Category	Funded Applications	Total amount
Community Organisations	3	\$33198
Board Bids	4	\$5200

3. Successful applicants of the SCF are required to submit a six month accountability report and an end of project accountability report. Attached to this report, (**Attachment 1**), is a matrix detailing the information received on the end of project accountability reports.
4. Organisations are requested to submit their project accountability reports using the Results Based Accountability (RBA) framework. The RBA framework uses three key questions to measure the impact and efficacy of projects.
  - How much did you do?
  - How well did you do it?
  - Is anyone better off?

### FINANCIAL IMPLICATIONS

5. On 17 July 2011, the Board granted its Strengthening Communities Funding allocation of \$38,398.

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

6. Yes, see LTCCP pages 99 and 100 regarding community grants schemes including Board funding.

### LEGAL CONSIDERATIONS

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

7. There are no direct legal issues involved in this review process.

### ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

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

8. Yes, see LTCCP pages 99 and 100 regarding community grants schemes including Board funding.

**8 Cont'd**

**ALIGNMENT WITH STRATEGIES**

9. The funding allocation process carried out by Christchurch community boards is covered in the Council's Strengthening Communities Strategy.
10. Funding allocations made contributed to fulfilling the Council's 2009-19 Strategic Objectives (Strong Communities) and Community Outcomes (Governance and Community), are aligned with the Strengthening Communities Strategy 2007 and contribute to meeting the Board's Objectives for the 2009-19 period.

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

11. Yes, as per paragraph 10 above.

**CONSULTATION FULFILMENT**

12. Not required.

**STAFF RECOMMENDATION**

13. It is recommended that the Board receive the information.

Project Details	Project Outcomes (How much did they do and who is better off as a result)	Staff Comments
<p>00032943</p> <p><b>Organisation Name</b> Lyttelton Community House Trust</p> <p><b>Name of Project</b> Lyttelton Community House</p> <p><b>Granted Amount</b> \$8,000</p>	<p>The group increased the number and range of projects provided:</p> <p>Started a visiting programme for seniors. People were visited on a rotating fortnightly/weekly basis by a Community Development Worker.</p> <p>Began a weekly shopping trip to Pak n Save Moorhouse and South City Mall in central Christchurch, serving up to nine people each week.</p> <p>Started an oral history project which brought together older people from around Lyttelton to share their stories of Lyttelton before the quakes.</p> <p>Restarted regular day trips around greater Christchurch.</p> <p>Numbers attending existing projects and programmes increased:</p> <p>Over 400 people attended Matariki Celebrations at Rapaki Pa.</p> <p>Local health professionals continued to see an improvement in the health of elderly people accessing the community meals service.</p> <p>New projects focusing on seniors increased the quality of life for these people.</p> <p>Numbers of people visiting the house and accessing services have increased.</p> <p>Vulnerable elderly people in the community benefitted in terms of health and wellbeing from House services. Social isolation in this age group is reducing due to the visiting programme, day trips, and grocery shopping trips in the community van.</p> <p>Participation in activities in the community has increased with local people actively engaging in activities and sometimes moving on to access other activities in the community.</p>	<p>Accountability Report received. Money spent accordingly. No further action required.</p> <p>Wage records for two of the community facilitators provided.</p> <p>Lyttelton Community House has positioned itself to provide local services and support especially for the most vulnerable people in the community.</p> <p>The group continues to assess the relevance of its projects, and modifies these to meet need. In addition, they liaise with other groups in the community to ensure best use of resources and no duplication or overlap.</p> <p>The group is actively supporting and promoting a Lyttelton township based Menz Shed.</p>

Project Details	Project Outcomes (How much did they do and who is better off as a result)	Staff Comments
<p>00033345</p> <p><b>Organisation Name</b> Lyttelton Harbour Basin Youth Council Inc</p> <p><b>Name of Project</b> Lyttelton Youth Centre</p> <p><b>Granted Amount</b> \$10,198</p>	<p>The Lyttelton Harbour Basin Youth Council were able to continue to be open and available for the youth of Lyttelton and surrounding bay areas. They continued to employ Youth Workers which the organisation considers an integral to their work.</p> <p>The group have continued to deliver their standard programme while introducing some new ones. For example, the group recognised the need to cater for a younger age group and introduced programmes for 11 to 15 year olds which was well supported. In addition, the group continued to deliver services to older youth.</p> <p>Services offered by the Youth Council included a girls group, boys group and art classes. Both groups were taken on trips to Hanmer and to a summer camp.</p> <p>The Youth Centre offered a place where young people can just come to meet up with their peers but they also know that Youth Workers are there if they have any problems they need to get advice on, learn some skills and also seek advice or support as needed.</p>	<p>Accountability report received. Money spent accordingly. No further action required.</p> <p>The group continues to focus on their senior primary aged cohort reporting positive experiences in transitioning to secondary school.</p> <p>The two Lyttelton based primary schools have been identified to merge. The Youth Centre is supporting both students and families through this change.</p>

Project Details	Project Outcomes (How much did they do and who is better off as a result)	Staff Comments
<p>00033586</p> <p><b>Organisation Name</b> Lyttelton Mt Herbert Community Board</p> <p><b>Name of Project</b> Neighbourhood Week</p> <p><b>Granted Amount</b> \$2,000</p>	<p>Neighbourhood Week get togethers help neighbours and communities get to know each other and enhances community and neighbourhood safety as a result.</p> <p>Participation in Neighbourhood Week events encourages a sense of belonging and strengthens neighbourhood cohesion and community links</p>	<p>Reconciliation sheet has been completed.</p> <p>14 requests were approved for allocation. Events took place in communities extending from Lyttelton around to Purau. 11 events went ahead. Three were cancelled.</p> <p>All funds were allocated, including an additional \$180 from the Lyttelton/Mt Herbert Discretionary Response Fund which was not required.</p> <p>Due to the cancelled events and reduced reimbursements for a few of the events, the initiative was \$ 372.81 under spent overall.</p>



Project Details	Project Outcomes (How much did they do and who is better off as a result)	Staff Comments
<p>00033660</p> <p><b>Organisation Name</b> Lyttelton Mt Herbert Community Board</p> <p><b>Name of Project</b> Community Service Awards 2012</p> <p><b>Granted Amount</b> \$1,500</p>	<p>Measure 1 The number of nominations for awards will be measured. This provides an indication of promotion and appeal of the scheme.</p> <p>Measure 2 Attendance at the event will be measured. Volunteers are essential to our social, cultural and economic framework. Publicly recognising the efforts of volunteers fosters in recipients and attendees a sense of pride, encouragement and a connection to their community and sense of purpose. The networking that takes place at the supper part of the ceremony also allows positive relationship building.</p>	<p>Evaluation report completed. Money spent accordingly. No further action required.</p> <p>A joint ceremony for both Banks Peninsula Community Boards was held in June 2012 at the Hill Top Tavern.</p> <p>From Lyttelton Harbour, seven individuals and four organisations were recognised. These included recognition for those who had had such a marked role during the earthquake emergencies.</p> <p>Board Members, Recipients and their support people were invited to attend.</p>

Project Details	Project Outcomes (How much did they do and who is better off as a result)	Staff Comments
<p>00034021</p> <p><b>Organisation Name</b> Lyttelton Mt Herbert Community Board</p> <p><b>Name of Project</b> Newsletter</p> <p><b>Granted Amount</b> \$500</p>	<p>Community members will be better informed about Community Board activities and decisions and provide a point of contact for community discussion.</p> <p>The community will be better informed about a range of Community Board and Council related activities as a result of this project.</p> <p>By targeting public places the Board is able to reach a large percentage of the population in a relatively simple, yet cost effective manner.</p>	<p>Due to the extraordinary earthquake events at the time, only one newsletter was completed for the year (November 2011) at a cost of \$63.98.</p> <p>No further action required.</p>

Project Details	Project Outcomes (How much did they do and who is better off as a result)	Staff Comments
<p>00034022</p> <p><b>Organisation Name</b> Lyttelton Mt Herbert Community Board</p> <p><b>Name of Project</b> ANZAC Day 2012</p> <p><b>Granted Amount</b> \$1,200</p>	<p>The ceremonies are attended by a large number of people from the local community, covering a diverse range of community members ranging in age from the very young to the elderly, including war veterans.</p> <p>The "cup of tea" functions afterwards were also well patronised by local people.</p>	<p>Two ceremonies were held, one each in Lyttelton and Diamond Harbour on 25 April 2012.</p> <p>The Lyttelton service was relocated to the central Lyttelton corner site of Canterbury and London Streets, now used by the Petanque Club. The usual site had an unstable cliff face, and the Cenotaph had sustained earthquake damage.</p> <p>Money was spent accordingly. No further action required.</p>

Project Details	Project Outcomes (How much did they do and who is better off as a result)	Staff Comments
<p>00033514</p> <p><b>Organisation Name</b> Whakaraupo Carving Centre Trust</p> <p><b>Name of Project</b> Whakaraupo Carving Centre Project</p> <p><b>Granted Amount</b> \$15,000</p>	<p>The Administration Manager and Funding Coordinator which the Trust employed was successful in obtaining future funding for the Trust and helped with reaching out to other educational organisations to increase awareness of the Centre and to grow their programmes.</p> <p>The Trust has continued to provide customised programmes, making commissioned works and successfully obtaining funding.</p> <p>Having an Administration Manager to support the Head Carver has enabled him to focus on teaching, carving and networking.</p> <p>The students who have passed through the Centre have gained experience, knowledge and life skills. They have had something to focus on other than the earthquakes or their current circumstances. They have been eager to attend and learn.</p> <p>The group wishes to continue to make a difference in the lives of the students who participate in their programmes, to give them life skills that make them resilient to whatever life throws at them and gives them a greater sense of self-worth.</p>	<p>The Whakaraupo Carving Centre has provided courses for the local Lyttelton and wider Christchurch communities tailoring them to a variety of clients.</p> <p>The Trust has been actively seeking new opportunities such as developing and delivering successful courses for senior primary students and trialling night classes for local men.</p> <p>Carvings have been commissioned and installed in Lyttelton and in various locations in Christchurch.</p>

**9. BRIEFINGS**

**9.1 ROBYN GARDENER, TRANSPORT SAFETY MANAGER, ROAD CORRIDOR OPERATIONS**

Robyn Gardener will introduce herself and her role, and report on some of the projects she is working on.

**10. COMMUNITY BOARD ADVISERS UPDATE**

**10.1 BOARD FUNDING BALANCES**

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

**10.2 BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE – 23 APRIL 2013**

The minutes of the Banks Peninsula Water Management Zone Committee meeting held on 23 April 2013 are **attached** for members' information.

**10.3 LOCAL EARTHQUAKE RECOVERY CO-ORDINATION**

The Community Board Adviser will update the Board.

**10.4 MAY UPDATE ON LOCAL CAPITAL PROJECTS**

The May update on Local Capital Projects along with an update from the Stronger Christchurch Infrastructure Rebuild Team (SCIRT) will be circulated separately.

Lyttelton/Mt Herbert Discretionary Response Fund 2012/13		Board Approval
Budget	\$12,799.00	
Unspent funds from 2011/12 projects	\$11,255.00	
<b>TOTAL</b>	<b>\$24,054.00</b>	
<b>Youth Development Scheme</b>		
<i>Allocations made</i>		
Millicent St Clare Smith	\$ 500.00	13.12.2012
<b>Youth Development Scheme Balance</b>	<b>\$ 500.00</b>	
<b>Discretionary Response Fund - Total Allocation</b>		<b>\$24,054.00</b>
<i>Allocations made</i>		
Sumner Patrol Watch Car	\$ 500.00	20.9.2012
Governors Bay Pottery Group	\$ 3,210.00	15.11.2012
Otamahua/Quail Island Ecological Restoration Trust	\$ 4,000.00	15.11.2012
Lyttelton Reserves Management Committee	\$ 1,500.00	15.11.2012
Lyttelton Volunteer Fire Brigade	\$ 1,500.00	15.11.2012
Diamond Harbour Community Association	\$ 7,000.00	13.12.2012
The Huxster Mountain Bike Trust	\$ 3,000.00	21.3.2013
Community Board Conference 2013	\$ 2,844.00	18.4.2013
Lyttelton Grassy Market (Declined)	\$ -	18.4.2013
<b>Discretionary Response Fund Balance</b>	<b>\$24,054.00</b>	
<b>TOTAL: Lyttelton/Mt Herbert Discretionary Response Fund Unallocated</b>		<b>\$ -</b>
<b>Earthquake Donations</b>		
Pahiatua on Track (Community Board)	\$ 500.00	
Otago Peninsula Community Board	\$ 4,000.00	
<i>Allocations made</i>		
Diamond Harbour School	\$ 2,400.00	18.4.2013
<b>Earthquake Donations Fund Balance</b>	<b>\$ 2,100.00</b>	

**BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE  
23 APRIL 2013**

**A meeting of the Banks Peninsula Water Management Zone Committee was held in Governors Bay Hotel on Tuesday 23 April 2013 at 4pm**

**PRESENT:** Richard Simpson, Community Representative (Chairperson)  
Donald Couch, Commissioner Environment Canterbury  
Yvette Couch-Lewis, Community Representative  
Steve Lowndes, Community Representative  
Councillor Claudia Reid, Christchurch City Council  
Pam Richardson, Community Representative  
Kevin Simcock, Community Representative  
June Swindells, Te Hapu O Ngati Wheke

**APOLOGIES:** An apology for absence was received and accepted from Ilean Cranwell, Wade Wereta-Osborn and Pere Tainui.

An apology for lateness was received and accepted from June Swindell and Pam Richardson who arrived at 4.28pm and were absent for clauses 1 and 2.

An apology for lateness and early departure was received and accepted from Councillor Claudia Reid who arrived at 4.40pm and departed at 6.30pm being absent for clauses 1, 2, 9, 10 and 11.

An apology for early departure was received and accepted from Yvette Couch-Lewis who left at 6.57pm and was absent for clauses 9, 10 and 11.

The meeting was opened with a karakia from Peter Ramsden.

**1. CONFIRMATION OF MINUTES – 19 MARCH 2013**

It was **decided** that the minutes of 19 March 2013 be approved as a true and accurate record, subject to the following being added at the beginning of the minutes:

*The Committee was welcomed onto the marae with a powhiri.*

The Committee requested that a clause titled "Matters Arising" be added to future agendas.

**2. DEPUTATIONS BY APPOINTMENT**

2.1 Lyttelton Harbour/Whakaraupo Issues Group – Claire Findlay

Claire Findlay outlined plans for a forum to be held in July which will be primarily an information sharing event. Whakaraupo wetland could be considered by the Committee for selection as one of two wetlands to protect and regenerate as identified in recommendation 4.6 of the Zone Implementation Programme.

The Committee requested that the minutes of the Lyttelton Harbour/Whakaraupo Issues Group meetings be circulated by email to assist in keeping the Committee informed.

**3. IDENTIFICATION OF URGENT ITEMS**

Nil.

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

The Committee received information on the Okains Bay community water supply which included the following points:

- Resource consent is required for water take as former consent has expired
- There are water quality issues in Okains Bay and the water is non-potable
- Okains Bay Water Board is seeking support from Christchurch City Council for advice on options for the future.
- Okains Bay Water Board is meeting with Environment Canterbury to explore the process of a resource consent and what will be required.

The Committee received information on Elliot Sinclair subdivision at Ngaio Point which highlighted that there have been concerns regarding erosion and a request from the Community Board for further information regarding controls on sediment discharge.

The Committee received information on the Akaroa Wastewater Scheme which has applied for a seven year extension to the present resource consent and is awaiting the Commissioner's decision. The title has come through for a one hectare piece of land to be used for wastewater plant.

The Committee received information that the Community Board has asked Christchurch City Council staff to investigate whether the Kingfisher Point subdivision consent conditions have been met and compliance was ongoing.

The Committee received information on the recent Climate Change Workshop which was attended by Steve Lowndes.

#### 5. REGIONAL COMMITTEE UPDATE

The Committee received a verbal update on the Regional Committee from Matt Ross, Environment Canterbury. The Committee noted the importance of having a voice at the regional level. Topics covered at the Regional Committee meeting included:

- ecosystem health and biodiversity working group update
- regional infrastructure working group update
- natural environment recovery programme
- land use and water quality working group update

The Committee received and accepted the resignation of Iaeen Cranwell as the Committee's representative on the Regional Committee.

The Committee **decided** to elect Steve Lowndes as the new Committee representative on the Regional Committee.

#### 6. MINIMUM FLOWS AND PERMITTED USE

The Committee received a report on minimum flows and permitted use of water in Banks Peninsula from Tim Davie, Environment Canterbury (refer **attachment**).

The Committee discussed the need for a plan around minimum flows and permitted use. This will have particular relevance with the sub-regional work on Waiwera.

#### 7. CHRISTCHURCH CITY COUNCIL IMPLEMENTATION OF ZIP

The Committee received a report on the Christchurch City Council (CCC) programme of implementation which includes the recommendations where CCC has been identified as the lead implementation agency from Peter Kingsbury, Principal Adviser – Natural Resources (refer **attachment**).



## 8. ENVIRONMENT CANTERBURY IMPLEMENTATION OF ZIP

The Committee received a report on the Environment Canterbury (ECan) programme of implementation which includes the recommendations where ECan has been identified as the lead implementation agency from Dann Olykan and Anna Veltman, Environment Canterbury (refer **attachment**).

The Committee requested that a progress report be presented regularly to the Committee.

The Committee **decided** to further discuss whether the Land Management Team is given primary responsibility for assisting on implementation of recommendations 2.8, 2.11 and 9.1.

The Committee **decided** to hold a workshop following the 21 May meeting regarding the implementation of recommendations 2.8, 2.11 and 9.1.

## 9. FACILITATOR UPDATE

The Committee received an update from Lesley Woudberg, Zone Facilitator which included the following:

- reminder of the 24 April Christchurch City Council meeting where the Zone Committees are seeking endorsement of the Zone Implementation Programmes for Banks Peninsula and Christchurch West Melton
- submission has been made on behalf of the Zone Committee to the Christchurch City Council Three Year Plan
- circulated copies of letter from Dame Margaret Bazley on the Hurunui and Waiau River Regional Plan
- tabled report from Robyn Russ on biodiversity (progress on Okana project and Whakaraupo)
- zone committee request for information on wetlands scheduled for the next committee meeting and to include information on coastal wetlands
- reminder to the sub-regional working party that the next meeting is scheduled for 30 April at 6pm.

## 10. PRONUNCIATION PRACTICE

The Committee participated in a brief review of words learnt in Te Reo.

The meeting was closed with a karakia from Peter Ramsden.

The meeting concluded at 8.40pm.

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

**RICHARD SIMPSON  
CHAIRPERSON**

**11. ELECTED MEMBERS' INFORMATION EXCHANGE**

**12. QUESTIONS UNDER STANDING ORDERS**