

3.10. 2013

**LYTTELTON/MT HERBERT COMMUNITY BOARD
22 AUGUST 2013**

**Minutes of a meeting of the Lyttelton/Mt Herbert Community Board
held on Thursday 22 August 2013 at 1.30pm
in the Boardroom, Lyttelton Service Centre, 15 London Street, Lyttelton.**

- PRESENT:** Paula Smith (Chairperson), Jeremy Agar, Ann Jolliffe, Adrian Te Patu and Andrew Turner.
- APOLOGY:** An apology for lateness was received and accepted from Claudia Reid who arrived at 3pm and was absent for Clauses 1, 2, 3, 12 and 14.
- Jeremy Agar departed early at 4.20pm and was absent for a part of Clause 10.
- KARAKIA:** Adrian Te Patu gave the opening karakia.

The Board reports that:

PART A - MATTERS REQUIRING A COUNCIL DECISION

1. LYTTELTON CIVIC SQUARE DESIGN

The Board considered a report seeking its support to:

- (a) Approve the development plan for 44 London Street, shown in Attachment 1, for detailed design, tender and construction.
- (b) Approve the inclusion in the development plan of the bell from St Joseph's Church, Lyttelton, subject to the bell being donated by the Catholic Church.
- (c) Approve the Community Board's preferred name for the site.

BOARD CONSIDERATION

The Board supported the proposed Lyttelton Civic Square Design and thanked all staff for their work in achieving this final design with excellent consultation opportunities provided for and received from the community. Caine Tuwhare, Head Carver from the Whakaraupo Carving Centre, showed the proposed waharoa which has the theme of two cultures coming and working together.

The Board are in favour of the paving of the Square to be constructed using materials at hand locally, rather than concrete paving blocks.

STAFF RECOMMENDATION

It is requested that the Lyttelton/Mt Herbert Community Board recommend to the Council to:

- (d) Approve the development plan for 44 London Street, shown in Attachment 1, for detailed design, tender and construction.
- (e) Approve the inclusion in the development plan of the bell from St Joseph's Church, Lyttelton, subject to the bell being donated by the Catholic Church.
- (f) Approve the Community Board's preferred name for the site.

BOARD RECOMMENDATION

That the staff recommendation be adopted and the name for the site be Albion Square – Ohinehouroko.

1 Cont'd

(Note: This item was presented by way of a Chairperson's Report, to the Council meeting on 12 September 2013.)

PART B - REPORTS FOR INFORMATION

2. DECLARATION OF INTEREST

There were no declarations of interest.

3. DEPUTATIONS BY APPOINTMENT

3.1 SERGEANT GARY MANCH, LYTTELTON POLICE

Sergeant Gary Manch, Lyttelton Police showed a video taken by the Lyttelton Tunnel Control showing the risky behaviour and law breaking activities of anti social car drivers at night on Norwich Quay with approximately 100 vehicles arriving and being parked on the Quay and adjacent streets. Sergeant Manch is working with Council staff to alleviate the problem with possible parking restrictions being implemented during night time hours.

The Board **decided** to refer the information provided by Sergeant Manch to staff to investigate and report back to the Board on the suggestion outlined in that document.

3.2 ALI MITCHELL – CASS BAY FORESHORE

Ali Mitchell, a resident of Cass Bay, spoke to her correspondence item requesting Board support to alleviate safety issues for swimmers in Cass Bay caused by powered craft.

The Board **decided** to hold a site visit meeting with Environment Canterbury staff, the Harbourmaster, Council staff and Cass Bay Residents' Association members to discuss the safety issue for swimmers in Cass Bay caused by powered craft.

(Clause 4.2 of these minutes refers.)

3.3 ROWENA MACGILL – HEAD TO HEAD WALKWAY

Rowena MacGill, a resident of Teddington, spoke in favour of the Head to Head Walkway, welcoming the links it will have to the Walking Festival and other activities around the harbour basin. Ms MacGill is keen to see temporary signage erected and a simple map and walkway explanation printed now, but is also keen to avoid duplication of the organisation for the Walkway.

(Clause 5 of these Minutes refers.)

4. CORRESPONDENCE

4.1 UNIVERSITY OF CANTERBURY – HOROMAKA GEOPROJECT

The Board **received** correspondence from the University of Canterbury on the Horomaka Geoproject and **decided** to extend an invitation to Dr Hampton to address the Board on this subject.

4.2 ALI MITCHELL – CASS BAY FORESHORE

The Board **received** correspondence from Ali Mitchell regarding safety concerns with power boats travelling close to the Cass Bay Foreshore endangering swimmers.

4 Cont'd

4.3 DAVID BUNDY – LYTTTELTON POLICE CELL BLOCK

The Board **received** correspondence from David Bundy on the Lyttelton Police Cell Block and **decided** to request an urgent briefing from staff and support for an urgent heritage assessment of the cell block and its environs.

The Board **decided** to write to the Minister of Police requesting a delay in any possible demolition of the Lyttelton Police Cell Block until the heritage assessment is complete to allow community discussions to be completed.

5. PETITIONS

Nil.

6. NOTICES OF MOTION

The following Notice of Motion was submitted by Paula Smith.

MOVED that the Lyttelton/Mt Herbert Community Board establish a Head to Head Working Party to support and progress the Board's objective *Head to Head Walkway up and running*, in general accordance with the attached Terms of Reference and set a date for the first meeting.

The Board **received** the Notice of Motion.

Paula Smith, with the consent of the meeting proposed an amendment

MOVED that the Lyttelton/Mt Herbert Community Board establish a Head to Head Working Party to support and progress the Board's objective *Head to Head Walkway up and running*, in accordance with the amended attached Terms of Reference (Appendix 1). That the Community Board write to the listed organisations seeking representatives for the Head to Head Working Party and that the Community Board Adviser make arrangements for the first meeting to be held as soon as practicable.

The amended Notice of Motion was seconded by Andrew Turner and being put to the meeting was declared **carried**.

7. MINUTES OF LYTTTELTON HARBOUR/WHAKARAUPU ISSUES GROUP – 9 JULY 2013

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

8. RESERVE MANAGEMENT COMMITTEES

Nil.

9. BRIEFINGS

9.1 ROBYN GARDENER, TRANSPORT SAFETY MANAGER, ROAD CORRIDOR OPERATIONS

Robyn Gardener, Transport Safety Manager, Road Corridor Operations outlined her role and reported to the Board on some of her current projects.

10. COMMUNITY BOARD ADVISER'S UPDATE

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

- **BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE MINUTES – WETLANDS RESTORATION**

The Board **decided** to discuss the leadership role with Rāpaki/Ngai Tahu and how the Community Board could be an effective partner.

- **LOCAL EARTHQUAKE RECOVERY CO-ORDINATION**

The Board expressed concern at the continuing delay for the Port Hills Review to be completed as it had originally been promised to affected residents in December 2012.

- **LYTTELTON HARBOUR STORMWATER MANAGEMENT PLAN**

The Board **decided** to request a briefing from staff with information on the timeline for dates of formal consents and opportunities that are available for community involvement regarding the Lyttelton Harbour Stormwater Management Plan.

11. ELECTED MEMBERS' INFORMATION EXCHANGE

Specific mention was made of the following matters:

- **ALLANDALE RESERVE MANAGEMENT COMMITTEE**

The Board expressed concern that the publicly scheduled and advertised meetings of the Allandale Reserve Management Committee had not taken place for the past four months.

- **NEIGHBOURHOOD SUPPORT GROUP**

The Board heard of the Neighbourhood Support Group's concern that Community Board members were not attending their meetings and agreed that the regular meetings scheduled for Monday mornings are a very difficult time for members to attend.

- **LYTTELTON TORPEDO BOAT MUSEUM**

The Board heard that there is some confusion regarding the Torpedo Boat Museum's requirement to pay for insurance to cover a steam engine on display, which has been borrowed from the Canterbury Museum. The amount of insurance is the subject of a regular annual application to the Board's Small Grants Fund Committee.

The Board **decided** to request staff to advise how the Lyttelton Torpedo Boat Museum's insurance covering the steam engine be funded in the future. The Community Board Adviser is to confirm if the engine has been borrowed from the Canterbury Museum or the University of Canterbury and to check the loan arrangements in relation to insurance before seeking staff advice.

- **CHARTERIS BAY GOLF CLUB**

The Board **decided** to request that Barry Bowater and Bill Studholme from Orton Bradley Park Trust and the Captain of the Charteris Bay Golf Club be invited to attend a Board seminar to discuss the matter of the rent review.

- **CITY COUNCIL SPORTS PARKS**

The Board expressed concern that the new Sports Parks brochure published by the Council includes details of sports parks in Rangiora and Dunsandel but does not include the three sports parks in Banks Peninsula.

11 Cont'd

- **LYTTELTON SEAFARERS CENTRE**

The Board **decided** to write a letter of support in principle, for funding of the new Seafarers Centre in Lyttelton.

- **CRUISE SHIPS**

The Board heard that the Port Recovery Plan being lead by Environment Canterbury is planned for release by the end of 2013 and it is likely that one cruise ship berth will be available for use in two years' time.

12. **QUESTIONS UNDER STANDING ORDERS**

Nil.

PART C - REPORT ON DELEGATED DECISIONS13. **CONFIRMATION OF MEETING MINUTES**12.1 **ORDINARY MEETING - 18 JULY 2013**

The Board **resolved** that the minutes of the Board's meeting held on Thursday 18 July 2013 be confirmed.

12.1 **EXTRAORDINARY MEETING - 1 AUGUST 2013**

The Board **resolved** that the minutes of the Board's extraordinary meeting held on Thursday 1 August 2013 be confirmed.

14. **LYTTELTON/MT HERBERT COMMUNITY BOARD STRENGTHENING COMMUNITIES FUNDING ALLOCATIONS 2013/14**

The Board considered a report regarding the allocation of its Strengthening Communities Funding for 2013/14.

The Board **resolved** to approve the allocations recommended for its 2013/14 Strengthening Communities Funding as follows:

No.	Group	Project	Committee Decision
1.	Lyttelton/Mt Herbert Community Board	ANZAC Day Service	That the Lyttelton/Mt Herbert Community Board make a grant of \$1,320 towards the costs of ANZAC Day services 2014 in Lyttelton and Diamond Harbour.
2.	Lyttelton/Mt Herbert Community Board	Neighbourhood Week	That the Lyttelton/Mt Herbert Community Board make a grant of \$2,000 for the Board's Neighbourhood Week project.
3.	Lyttelton/Mt Herbert Community Board	Newsletter	That the Lyttelton/Mt Herbert Community Board make a grant of \$500 for the production of the Board's newsletters for local residents.

14 Cont'd

No.	Group	Project	Committee Decision
4.	Lyttelton/Mt Herbert Community Board	Edible Garden Awards	That the Lyttelton/Mt Herbert Community Board make a grant of \$3,500 for funding of the Board's Edible Garden Awards project.
5.	Project Lyttelton Incorporated	Banks Peninsula Festival of Walking and Project Lyttelton Administration	That the Lyttelton/Mt Herbert Community Board make a grant of \$6,000 to Project Lyttelton Incorporated for the Festival of Walking event, administration and audit fees.
6.	Whakaraupo Carving Centre Trust	Head Carver's Wages and Rent	That the Lyttelton/Mt Herbert Community Board make a grant of \$15,000 to the Whakaraupo Carving Centre Trust towards wages for the Head Carver and rent.
7.	Lyttelton Community House Trust	Capacity Building for Lyttelton Community House	That the Lyttelton/Mt Herbert Community Board make a grant of \$12,208 to the Lyttelton Community House Trust towards wages/salaries and administration costs.
8.	Lyttelton Harbour Basin Youth Council Incorporated	Youth Centre Coordination	That the Lyttelton/Mt Herbert Community Board make a grant of \$12,870 to the Lyttelton Harbour Basin Youth Council towards staff wages, rent, administration and equipment/materials.

15. SMALL TOWN CONFERENCE 2013 – BOARD MEMBERS' ATTENDANCE

The Board considered a report seeking approval for Board members who may be interested, to attend the 2013 New Zealand Small Town Conference.

The Board **resolved** to decline the attendance of any Board members at the New Zealand Small Town Conference in Balclutha from 25 to 27 September 2013.

The meeting closed at 4.35pm

CONFIRMED THIS 19TH DAY OF SEPTEMBER 2013

**PAULA SMITH
CHAIRPERSON**

HEAD TO HEAD WALKWAY

TERMS OF REFERENCE (AMENDED 22 AUGUST 2013)

NAME

Head to Head Walkway Working Party

OBJECTIVE

Head to Head Walkway up and running. (As per Lyttelton/Mt Herbert Community Board Objective)

STATUS

The Working Party will be a working party of the Lyttelton/Mt Herbert Community Board.

The Working Party will not have any delegated decision making powers but may make recommendations to the Community Board and the Council.

The Working Party will seek advice from the relevant Council staff in its deliberations.

COMPOSITION

- Five Lyttelton/Mt Herbert Community Board members
- Relevant Council staff.
- One representative from each of the following community organisations:
 - Lyttelton Harbour Business Association
 - Project Lyttelton / Lyttelton Information Centre – One representative from the Lyttelton Walking Festival group.
 - Rod Donald Banks Peninsula Trust
 - Te Hapū o Ngāti Wheke (Rāpaki) Rūnanga

The Working Party may second others to assist for specific issues.

The Community Board will appoint the Chairperson of the Working Party.

TERM OF WORKING PARTY

The continuation of the Working Party will be reviewed by the Lyttelton/Mt Herbert Community Board at the beginning of each triennial term.

AIMS AND FUNCTIONS

- To act as an advisory group to Council staff on matters relating to the Walkway including the detailed design.
- To decide upon an appropriate name for the walkway.
- To establish partnerships to support the process of forming the Head to Head Walkway.
- To promote the use of existing sections in accordance with Council policies..
- To support the following Community Board objectives:
 - Head to Head Walkway up and running*
 - Destination Lyttelton Harbour "on the map" for visitors*
- To promote the Head to Head Walkway, in accordance with Council policies.
- To support the following action from the Lyttelton Master Plan:
 - N4 (page 66 and 67):*
 - Encourage the realisation of the Godley Head to Adderley Head Walkway along Norwich Quay*
- To consider/suggest other sources of funding for construction and promotion of the Walkway.
- To recommend priorities for construction of particular sections of the Walkway.
- To recommend the route of the track through Lyttelton and other settlements.