

15. 3. 2007

**LYTTELTON/MT HERBERT COMMUNITY BOARD  
13 DECEMBER 2006**

**A meeting of the Lyttelton/Mt Herbert Community Board  
was held on Wednesday 13 December 2006 at 4.00pm  
in the Diamond Harbour Community Centre**

**PRESENT:** Claudia Reid (Chairperson), Jeremy Agar, Stuart Bould, Ann Jolliffe  
and Dawn Kottier.

**APOLOGIES:** An apology for absence was received and accepted from  
Bob Parker.

The Board reports that:

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

Nil.

**PART B - REPORTS FOR INFORMATION**

**1. DEPUTATIONS BY APPOINTMENT**

Nil.

**2. BRIEFINGS**

The Board **received** an update from Mr David McNaughton, Area Roading Manager, on local roading projects and works in the harbour basin area.

Members recorded their appreciation for these regular reports and for the quality of the roading works being undertaken.

**3. PETITIONS**

Nil.

**4. CORRESPONDENCE**

The Board **received** correspondence from Environment Canterbury responding to the Board's submission made to Ecan's Long Term Council Community Plan 2006/16 and from Mr John Cleaver regarding the Magazine Bay toilets.

Members reiterated a desire to meet with Ecan's constituency Councillors early in 2007 and agreed to refer Mr Cleaver's letter to staff for a response.

**5. NOTICES OF MOTION**

Nil.

**6. ROLE OF COMMUNITY DEVELOPMENT ADVISER FOR LYTTTELTON/MT HERBERT AREA**

The Board **received** a report outlining the role of Philipa Hay, the Community Development Adviser for the Lyttelton/Mt Herbert area.

Members highlighted the matter of affordable housing and local petrol supplies as key issues impacting on local communities throughout the harbour basin. Sustaining existing successful initiatives would also be an ongoing challenge for the Board and the local communities.

**7. BOARD MEMBERS' INFORMATION EXCHANGE**

Members commented on the following matters:

- Grubb Cottage – A very successful open day was held on 2 December 2006. A trust is being established.
- Pest Busters – A website for biodiversity and pest related issues was now operational with access also to other harbour basin e-links.
- National Enviro Schools Programme – Letters of thanks to be sent to St Josephs School and Diamond Harbour Kidsfirst Kindergarten for their bronze medal awards.
- Project Port Lyttelton – Activities update provided.
- City Care Limited – Expressions of appreciation were recorded for City Care's maintenance and upkeep of local reserves.
- Council's Waste Strategy – Invitation for Simon Collin to attend the February Board meeting to update members on the implementation of the Waste Strategy.
- Stoddart Reserve Car Parking – Any comments to be submitted by 22 December 2006.
- Council Strategies – Further Board submissions still to be made on the Draft Greater Christchurch Urban Development Strategy, Draft Community Development Strategy, Draft Social Housing Policy and Draft Ageing Together Policy.
- Chairperson's Message – Board members were thanked for their commitment over the last nine months and for their effective advocacy and representations on local issues. Staff were also thanked for their support and input. The Chair extended Season's Greetings to all.

**8. BOARD FUNDS UPDATE**

The Board **received** an update on the balances of the Board's 2006/07 reserves and discretionary funds.

**9. ACTING COMMUNITY BOARD PRINCIPAL ADVISER'S UPDATE**

The Board **received** an update on current issues, information on Customer Service Requests for the Board's area for November/December 2006 and details of Joint Community Board Seminar dates and Board Chairs and Staff Forum dates for 2007.

The Board also **received** for record purposes, a copy of the Board's submission made to the Council on the Draft Visitor Strategy.

**10. MEMBERS QUESTIONS**

Nil.

**PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD**

**11. CONFIRMATION OF MEETING REPORT – 15 NOVEMBER 2006**

The Board **resolved** that the report of its ordinary meeting held on 15 November 2006, be confirmed.

## 12. COMMUNITY DEVELOPMENT FUNDING SCHEME

The Board considered a schedule setting out details of the eight applications received for Community Development Funding Scheme assistance for the Lyttelton/Mt Herbert area.

An application from the Lyttelton Reserves Committee was declined as funding for this organisation was covered in the Greenspace Capital Projects schedule being overseen by the Transport and Greenspace Unit.

The Board **resolved**:

- (a) To allocate its \$14,165 of Community Development Funding Scheme assistance as follows:
  - (i) Diamond Harbour Community Association, for Herald Community Newspaper costs.  
Allocated amount: \$2,098.
  - (ii) Diamond Harbour Community Early Childhood Centre Inc, for Project Co-ordinator and administration costs.  
Allocated amount: \$1,500.
  - (iii) Diamond Harbour Playcentre, for new learning resources purchases.  
Allocated amount: \$1,039.
  - (iv) Lyttelton Harbour Basin Youth Council, for January 2007 youth camp.  
Allocated amount: \$1,970.
  - (v) Lyttelton Business Association (on behalf of Crater Arts Collective), for website service construction and operating costs.  
Allocated Amount: \$1,558.
  - (vi) Project Port Lyttelton, for Lyttelton Summer Street Party.  
Allocated amount: \$3,000.
  - (vii) Work Peninsula, for contribution towards wages and travel costs for hard to place clients.  
Allocated amount: \$3,000 subject to it being ascertained in writing that central government funding assistance is not available towards travel costs, etc.
- (b) That all funding recipients be asked to acknowledge the support of the Lyttelton/Mt Herbert Community Board in any promotions and/or advertising of the activity the subject of funding assistance.
- (c) That funding recipients provide to the Board six and 12 month accountability reports.
- (d) That Work Peninsula be invited to address the Board on the supported project in May 2007.

## 13. LYTTTELTON MAIN AND ST JOSEPHS SCHOOLS – TRAFFIC CONCERNS

The Board considered a report from Mr Jeff Owen, Senior Traffic Engineer, setting out the outcomes of investigations undertaken into the traffic safety issues raised earlier in the year by both schools and of possible solutions in addressing those concerns.

The Board **resolved**:

- (a) To receive the report.
- (b) To support the proposal outlined as Option 2 for each of the St Josephs School and Lyttelton Main School sites.
- (c) To support the Transport and Greenspace Unit initiating consultation with the public and stakeholders on the preferred option.
- (d) To request staff to arrange school community training involving the local Police and the Council's School's Co-ordinator so as to address the safety issues highlighted in the staff report.

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**14. COMMUNITY BOARD SMALL ADVERTISEMENTS IN LOCAL COMMUNITY NEWSPAPERS**

The Board considered a report from the Communication Adviser seeking approval to fund small advertisements in the Bay Harbour News and the Akaroa Mail to alert Peninsula residents of the services available to them through the Council's call centre.

After discussion, the Board **resolved** that the matter lie on the table until February 2007 and that staff ascertain details of any decisions made on the matter by the Akaroa/Waiwera Community Board.

**15. COMMUNITY BOARD "ONBOARD" MONTHLY NEWSLETTER PRINTING COSTS**

The Board considered a report from the Communication Adviser seeking approval to fund the printing costs for "OnBoard", the Board's monthly newsletter.

Members discussed additional locations for the newsletter to be displayed including also the idea of laminated copies and an A3 sized version. Staff undertook to consider these suggestions and respond back to the Board in February 2007.

Staff also undertook to seek advice on simplifying the electronic format of the e-mailed version of "OnBoard" so that the newsletter was more user friendly to download.

**16. LYTTTELTON/MT HERBERT COMMUNITY BOARD DRAFT OBJECTIVES 2006/09**

In recent months, the Board along with the Akaroa/Waiwera Community Board, has been developing joint objectives covering the 2006/09 period. This work included what both Boards want to achieve in common for their areas and how these objectives will be fulfilled. Further work over coming months will finalise specific local objectives and milestones for each Board area.

The Board **resolved** that its Joint Objectives with the Akaroa/Waiwera Community Board for 2006/09, be adopted.

The Chairperson thanked members and staff for their input into the process and for the successful outcomes achieved.

**17. RECESS COMMITTEE**

The Board considered a report from the Acting Community Board Principal Adviser to set up a Recess Committee to deal with any routine issues requiring a decision over the 2006/07 Christmas/New Year period.

The Board **resolved**:

- (a) To establish a Recess Committee with power to act to make any needed decisions on behalf of the Board for the period following its 13 December 2006 meeting, up until the Board resuming normal business on 21 February 2007.
- (b) That the Committee comprise the Chairperson and one other available member of the Board.
- (c) That any decisions made be reported to the first Board meeting in 2007 for record purposes.
- (d) That notice of any Recess Committee meeting be publicised and forwarded to all Board members.

The meeting concluded at 6.36pm.

**CONFIRMED THIS 21<sup>ST</sup> DAY OF FEBRUARY 2007**

**CLAUDIA REID  
CHAIRPERSON**