

**LYTTELTON/MT HERBERT COMMUNITY BOARD
AGENDA**

**THURSDAY 20 SEPTEMBER 2012
AT 1.30PM**

**IN THE GOVERNORS BAY HOTEL,
MAIN ROAD, GOVERNORS BAY**

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

Community Board Adviser

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20. 9. 2012

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

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. 9. 2012

1. **APOLOGIES**

2. **CONFIRMATION OF MEETING MINUTES – 14 AUGUST 2012**

The minutes of the Board's meeting of 14 August 2012 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Board's meeting held on Tuesday 14 August 2012 be confirmed.

20. 9. 2012

3. DEPUTATIONS BY APPOINTMENT

4. CORRESPONDENCE

4.1 BADEN NORRIS, LYTTELTON HISTORICAL MUSEUM

Attached is a letter from Mr Baden Norris advising of his retirement as Curator of the Lyttelton Historical Museum.

STAFF RECOMMENDATION

It is recommended that the Board receive the correspondence.

5. PETITIONS

6. NOTICES OF MOTION

7. **LYTTELTON/MT HERBERT COMMUNITY BOARD SMALL GRANTS FUND ASSESSMENT
COMMITTEE REPORT**

A copy of the minutes from the 23 August 2012 meeting of the Lyttelton/Mt Herbert Community Board Small Grants Fund Assessment Committee is **attached** for members' information.

STAFF RECOMMENDATION

That the minutes of the Lyttelton/Mt Herbert Community Board Small Grants Fund Assessment Committee meeting held on 23 August 2012 be received.

8. CONSIDERATION OF APPLICATIONS FOR NEIGHBOURHOOD WEEK FUNDING

General Manager responsible:	General Manager Community Services, DDI 941-8534
Officer responsible:	Community Support Manager
Author:	Andrea Wild, Strengthening Communities Adviser

PURPOSE OF REPORT

1. The purpose of this report is to consider applications for Neighbourhood Week funding and to set in place a process should any late applications need to be considered.

EXECUTIVE SUMMARY

2. Local community groups, including residents' associations and neighbourhood support groups will be sent information inviting them to apply for the Neighbourhood Week Funding that has been set aside by the Board.
3. Neighbourhood Week is a dedicated week in which individuals and groups are encouraged to get together and get to know one another locally. Neighbourhood Week 2012 is to be held from 27 October – 4 November 2012. Applications for funding close on 31 August 2012.
4. A matrix outlining the applications and staff recommendations will follow once all of the applications have been received and assessed.

FINANCIAL IMPLICATIONS

5. The Board has set aside \$2000 from the Strengthening Communities Fund to assist individuals and groups run events. It is not the intention of this funding to totally fund events. Those applying for funding are expected to partially resource events themselves either financially or through supply of materials.

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

6. Page 173 of the LTCCP under Community support – Strengthening communities and page 178 of the LTCCP under Community support – Community grants.

LEGAL CONSIDERATIONS

7. Under Council Standing Order 12.10 (Powers of Delegation), a sub committee may be appointed and given the power to act.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

8. Page 173 of the LTCCP under Community Support – Strengthening communities and page 178 of the LTCCP under Community support – Community grants.

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

9. As above.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

10. Funding for Neighbourhood Week activities aligns with the Council's Strong Communities strategic outcomes.

CONSULTATION FULFILMENT

11. Not applicable.

8 Cont'd

STAFF RECOMMENDATION

- (a) It is recommended that the Board consider the applications as set out in the circulated matrix (to follow) and allocate Neighbourhood Week funds accordingly.
- (b) Assign delegated authority to the Board Chairperson and Deputy Chairperson to consider any additional applications and allocate funding, should any funds remain.

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

General Manager responsible:	General Manager, Community Services Group, DDI 941-8607
Officer responsible:	Community Support Unit Manager
Assessment undertaken by:	Philipa Hay, Strengthening Communities Adviser

PURPOSE OF REPORT

1. The purpose of this report is for the Lyttelton/Mt Herbert Community Board to consider an application for funding from its 2012/13 Discretionary Response Fund from Community Watch City to Sumner Inc for \$500 towards a community patrol car in Lyttelton.

EXECUTIVE SUMMARY

2. In 2012/13, the total budget available for allocation in the 2012/13 Discretionary Response Fund is \$24,054. The Discretionary Response Fund opens each year on 1 July and closes on 30 June the following year, or when all funds are expended.
3. The purpose of the Fund is to assist community groups where the project and funding request falls outside other council funding criteria and/or closing dates. This fund is also for emergency funding for unforeseen situations.
4. At the Council meeting of 22 April 2010, Council resolved to change the criteria and delegations around the local Discretionary Response Fund.
5. The change in criteria limited the items that the local Discretionary Response Fund does not cover to only:
 - (a) Legal challenges or Environment Court challenges against the Council, Council Controlled Organisations or Community Boards decisions;
 - (b) Projects or initiatives that change the scope of a Council project; and
 - (c) Projects or initiatives that will lead to ongoing operational costs to the Council.

Council also made a note that: "*Community Boards can recommend to the Council for consideration grants under (b) and (c).*"
6. Based on this criteria, the application from Community Watch City to Sumner Inc is eligible for funding.
7. Detailed information on the application and staff comments are included in the **attached** Decision Matrix. (Attachment 1)

FINANCIAL IMPLICATIONS

8. There is currently \$24,054 remaining in the Board's 2012/13 Discretionary Response Fund.

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

9. Yes, see page 184 of the LTCCP regarding community grants schemes including Board funding.

LEGAL CONSIDERATIONS

10. There are no legal considerations.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

11. Aligns with LTCCP and Activity Management Plans, page 172 and 176.

9 Cont'd

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

12. Yes, see LTCCP pages 176 and 177 regarding community grants schemes, including Board funding.

ALIGNMENT WITH STRATEGIES

13. Refer to the attached Decision Matrix.

CONSULTATION FULFILMENT

14. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Lyttelton/Mt Herbert Community Board approve a grant of \$410 from its 2012/13 Discretionary Response Fund to Community Watch City to Sumner Inc for a community watch patrol car in Lyttelton towards tyres and answer phone costs.

10. BRIEFINGS

11. COMMUNITY BOARD ADVISERS UPDATE

11.1 BOARD FUNDING BALANCES

A copy of the Board's funding balances as at 31 August 2012 is **attached** for members' information. There has been an approved carry forward from 2011/2012 unspent funds of \$11,255 making a starting total for the Board's Discretionary Response Fund for 2012/2013 of \$24,054. The \$4,500 the Board received as "earthquake" donations has also been carried forward as it was not spent in the last financial year.

11.2 AUGUST UPDATE ON LOCAL CAPITAL PROJECTS AND SCIRT UPDATE

The August update on Local Capital Projects is attached (**Attachment 1**) for members' information, along with an update from the Stronger Christchurch Infrastructure Rebuild Team (SCIRT), which is separately attached (**Attachment 2**).

11.3 BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE – 24 JULY 2012

The minutes of the Banks Peninsula Water Management Zone Committee meeting held on 24 July 2012 are **attached** for members' information. The attachments to these minutes can be viewed at: *The Council – Meetings, agenda & minutes – schedule, agenda and minutes – July.*

11.4 LOCAL EARTHQUAKE RECOVERY CO-ORDINATION

The Community Board Adviser will update the Board.

11.5 SUBMISSIONS

Attached are copies of the final submissions the Board made to the following documents:

- Draft Regional Public Transport Plan 2012
- Draft Christchurch Transport Plan 2012

There was insufficient time for these submissions to be formally adopted at a Board meeting prior to the closing dates for them to be submitted, so they have been attached for members information and retrospective approval.

STAFF RECOMMENDATION

That the Lyttelton/Mt.Herbert Community Board submissions to the Draft Regional Public Transport Plan 2012 and the Draft Christchurch Transport Plan 2012, be retrospectively adopted.

20. 9. 2012

12. ELECTED MEMBERS' INFORMATION EXCHANGE

13. QUESTIONS UNDER STANDING ORDERS