

8. 12. 2011

**LYTTELTON/MT HERBERT COMMUNITY BOARD
15 NOVEMBER 2011**

**Minutes of a meeting of the Lyttelton/Mt Herbert Community Board
held on Tuesday 15 November 2011 at 1.35pm at the Lyttelton Recreation Centre,
25 Winchester Street, Lyttelton.**

PRESENT: Paula Smith (Chairperson), Jeremy Agar, Adrian Te Patu and Andrew Turner.

APOLOGIES: Apologies for absence were received and accepted from Ann Jolliffe and Claudia Reid.

KARAKIA: Adrian Te Patu gave the opening karakia.

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 LYTTELTON INFORMATION CENTRE

Wendy Everingham, representing the Lyttelton Information Centre, addressed the Board. She advised that although the Centre receives annual funding from the Council, because it is operational funding rather than a grant, there is no mechanism to report back on how it is being expended. The Information Centre needed the Community Board to flag the funding each year to enable it to continue. The funding was greatly appreciated and she therefore wished to take the opportunity to report to the Board on the activities undertaken by the Information Centre using that funding. She explained that the focus of the Centre had changed over the last year to become more locally orientated because of the earthquakes and a resultant decline in visitor numbers to Lyttelton.

Points highlighted to the Board included:

- Upgrading of website
- Community information provided to Canterbury Earthquake Recovery Authority (CERA)
- Organisation selected by Community Organisation Grants Schemes (COGS) as one of the community groups of the year
- Newsletter (Lyttelton Review) published regularly. Emailed to approximately 1,000 people. The Centre aims to introduce a newsletter to cover the whole harbour area.
- Foodbank operation (funded by Rotary)
- Hosting of seminars on topical matters – e.g. retaining walls
- Visitor numbers in Lyttelton extremely low compared to recent years
- Centre staff are meeting with Council staff to facilitate consultation on the Masterplan.

Ms Everingham also reported to the Board that the Information Centre is keen to move back to the Council building in Oxford Street, and re-open the adjacent public toilets. They were currently paying a rental of \$132 a week for the temporary accommodation (portacom), but had only been paying \$50 a week to the Council.

The Board **decided** to ask staff for an update on the status of the Oxford Street building which was rented by the Lyttelton Information Centre prior to the earthquakes.

1 Cont'd

1.2 **JOHN CLEAVER AND DAVID BUNDY – LYTTTELTON MASTERPLAN, TORPEDO BOAT MUSEUM, BUILDING CONSENTS**

John Cleaver addressed the Board regarding the Lyttelton Masterplan. He was concerned that the Masterplan would not be supported by local people if it did not address the two issues of access to the waterfront, and removing heavy traffic from Norwich Quay.

Mr Cleaver also expressed concern regarding the lack of maintenance and support for the Torpedo Boat Museum (a Council owned building) and the surrounding grounds in Corsair Bay. He reported that the voluntary group which operates the Museum and carries out maintenance in the grounds, had lost access to the water supply and he asked if this could be reinstated to assist in keeping the grounds watered and maintained. He also requested that vandalism damage to the slate roof of the Museum be repaired urgently as rain water is getting in, probably damaging the interior of the building.

David Bundy addressed the Board and requested urgent assistance from the Council for Lyttelton businesses to get up and running again. Mr Bundy suggested that a Council site be set up in London Street and staffed with people who can provide answers and assistance to the many queries being raised regarding the new building consent process.

2. **CORRESPONDENCE**

2.1 **CHURCH BAY NEIGHBOURHOOD ASSOCIATION INC**

The Board **received** correspondence from the Church Bay Neighbourhood Association expressing concern regarding maintenance and signage for the "Fire Track" in Church Bay.

2.2 **CHURCH BAY NEIGHBOURHOOD ASSOCIATION INC**

The Board **received** correspondence from the Church Bay Neighbourhood Association offering assistance and asking to be kept informed on the coastal Cliffs Track.

The Board **decided** to forward the correspondence to staff with a request to respond to the Church Bay Neighbourhood Association on both matters, and to discuss with the Diamond Harbour Fire Brigade what its requirements are in regard to the Fire Track.

3. **PETITIONS**

Nil.

4. **NOTICES OF MOTION**

Nil.

5. **RESERVE MANAGEMENT COMMITTEES**

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

- Lyttelton Reserves Management Committee – 3 October 2011
- Lyttelton Recreation Ground Reserve Management Committee – 4 October 2011

6. **BRIEFINGS**

Nil.

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7. COMMUNITY BOARD ADVISER'S UPDATE

The Board **received** information from the Community Board Adviser on forthcoming Board related activities and projects.

- **October Update on Local Capital Projects**

The Board **decided** to request that staff include the Rapaki Fire Flow Upgrade in the projects listed under Lyttelton/Mt Herbert and remove it from the Akaroa/Wairewa list.

8. BOARD MEMBERS' INFORMATION EXCHANGE

Specific mention was made of the following matters:

- **Lyttelton Urban Design Advisory Committee**

The Board was informed that there was no funding budgeted for this Committee, and that any advertisement for people interested in being a member of the Committee must note that the positions would be appointed on a pro bono basis.

The Board **decided** to request that staff compile and circulate draft Terms of Reference for the Lyttelton Urban Design Advisory Committee, based on a similar format to that of the Akaroa Design and Appearance Advisory Committee.

The Board further **decided** to request information from staff on whether funds from the Board's Discretionary Response Fund could be used to pay professional members of the Lyttelton Urban Design Advisory Committee for a specified time period.

- **Street Meetings**

Members were updated with details of street meetings currently being held and informed that an additional nine properties in Corsair Bay had now been red stickered, due to rockfall danger.

The Board **decided** to request an update from staff on the situation regarding Cunningham Terrace, after it was reported that residents were receiving conflicting information from authorities on programmed remedial works.

- **Lyttelton Reserves Management Committee Webpage**

The Board **decided** to request information on how the Lyttelton Reserves Management Committee could establish its own webpage attached to the Community Board's webpage on the Council website.

9. QUESTIONS UNDER STANDING ORDERS

Nil.

The meeting closed at 2.46pm.

CONFIRMED THIS 29TH DAY OF NOVEMBER 2011.

**PAULA SMITH
CHAIRPERSON**