

**LYTTELTON/MT HERBERT COMMUNITY BOARD RECESS COMMITTEE MEETING –
5 FEBRUARY 2013**

General Manager responsible:	General Manager, Regulation and Democracy Services DDI 941-8462
Officer responsible:	Democracy Services Manager
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the Lyttelton/Mt Herbert Community Board's Recess Committee meeting held on Tuesday 5 February 2013. The meeting commenced at 1.40pm.

The meeting was attended by the Recess Committee members Paula Smith (Chairperson), Jeremy Agar (Deputy Chairperson), Ann Jolliffe, Claudia Reid, Adrian Te Patu and Andrew Turner.

1. APOLOGIES

An apology for lateness was received and accepted from Paula Smith (2.15pm) who was not in attendance for part of the discussions on the Capital Endowment Fund applications.

An apology for early retirement from the meeting was received and accepted from Adrian Te Patu who left the meeting (2.32pm) and was not present during the resolution process on the Capital Endowment Fund applications.

2. APPLICATIONS TO THE CAPITAL ENDOWMENT FUND

The Committee considered nominations for Phase One of the Capital Endowment Fund – Special One-off Project Scheme.

Andrew Turner declared an interest in the application from Project Lyttelton and did not take part in the voting on that application.

Jeremy Agar declared an interest in the applications from the Summit Road Society and the Lyttelton Historical Museum Society, and did not take part in the voting on those applications.

The Committee **resolved** to approve the following nominations to Phase One of the Capital Endowment Fund – Special One-off Project Scheme:

	Group	Project	Amount
1.	Project Lyttelton (on behalf of Harbour Arts Collective)	Tin Palace Gallery and Studio/Workshop	\$55,000
2.	Lyttelton Historical Museum Society Incorporated	Distributed Exhibition	\$43,200
3.	Lyttelton Historical Museum Society Incorporated	Feasibility Study	\$52,000
4.	Greenspace Unit (Board Bid)	Heritage Plaques and Apps	\$10,700
5.	Lyttelton/Mt Herbert Community Board	Head to Head Walkway	\$13,750
6.	Summit Road Society	Geotechnical Survey of Ohinetahi Reserve	\$15,000
TOTAL			\$189,650

The Committee **resolved** that the following applications be deferred to the second phase of this scheme in order that more information could be obtained.

- Lyttelton/Mt Herbert Community Board – Civil Defence, Lyttelton Emergency Plan - \$6,000
- Allandale Reserve Management Committee – Allandale Hall - \$835.000
- Greenspace (Board Bid) – Lyttelton Cemetery Restoration - no amount submitted.

2 Cont'd

The Committee **decided** that the Stoddart Cottage Trust's application for a celebration event could be more appropriately funded through other avenues, such as the Small Grants Fund, and that the Trust should be advised accordingly.

The Committee supported the holding of an opening event for the Lyttelton Swimming Pool.

3. **DRAFT CEMETERIES BYLAW – BOARD'S SUBMISSION**

The Board **resolved** that the Board Chairperson be delegated the authority to approve the final submission to the Draft Cemeteries Bylaw, Handbook and Master Plan.

The meeting concluded at 3pm.